

**NOTICE OF MEETING
OF THE
CITY OF DIBOLL CITY COUNCIL**

The City Council will meet in a regular session meeting in the City Hall Council Chambers, located at 400 Kenley, Diboll, Texas, on Tuesday, March 14, 2023 at 5:15p.m.

Call to Order

Invocation

Pledge of Allegiance

CITIZENS PRESENTATION: (Limited to 3 minutes)

This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

- a. Minutes from February 14, 2023, Regular Session Meeting
- b. Financial Statement for February 2023
- c. 12-Month Attendance Record for February 2023

Item #2: Oath of office administered to newly hired Police Officer.

Item #3: Consideration and possible action to approve Ordinance 2023-03-001 for the third (3rd) amendment to the 2022-2023 Operating Budget.

Item #4: Consideration and possible action to approve Resolution 2023-03-001; cancelling of the May 6, 2023 general election due to no opposition for District 1, District 3, At Large Place 5

Item #5: Consideration and possible action to approve Resolution 2023-03-002 of the City of Diboll, Texas providing for the calling and ordering of Special Election to be held on May 6th, 2023, for the purpose of voting on proposed amendments to the Home Rule Charter providing for the necessary notices and fixing the date.

Item #6: Consideration and possible action to approve Resolution 2023-03-003; a contract agreement between the City of Diboll and Diboll ISD to hold a joint election on May 6, 2023.

Item #7: DEPARTMENT HEAD REPORTS

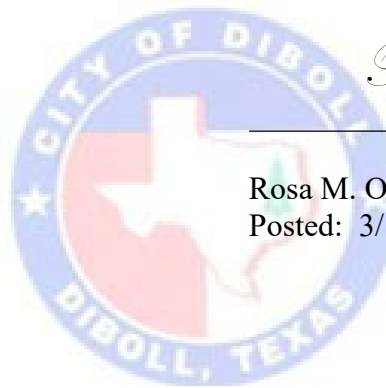
- a. Fire Department Report
- b. Police Department Report

- c. Public Works Report
- d. Code Compliance Report
- e. Finance & Court Report
- f. City Manager Report

Adjournment

Note: Mayor and Council Reports on Items of Community Interest- Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

I certify that this Notice of Meeting was posted in a glass-enclosed case in front of City Hall at 400 Kenley Street, Diboll, Texas, and available for viewing by the public prior to 5:15 p.m. on March 10, 2023, as well as at the City's website.



Rosa M. Olvera

Rosa M. Olvera - City Secretary
Posted: 3/10/2023



**MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS
REGULAR SESSION MEETING ON TUESDAY, FEBRUARY 14, 2023, AT 5:15 P.M.,
IN THE DIBOLL CITY HALL CHAMBERS.**

COUNCIL PRESENT

Mayor Trey Wilkerson, Mayor Pro Tem Daniel Lopez, Councilmembers Ray Williams, Jr. and Ruben Terrazas.

COUNCIL ABSENT

Councilmembers Benita Sheffield-Duffield, Brian Moreno and Luis Maldonado

STAFF PRESENT

City Manager Jason A. Arnold, City Secretary Rosa Olvera, Finance Director Sam Durham, Chief of Police Michael Skillern, Public Works Director Joshua Richard and Code Compliance Official Tino Lopez.

Call to Order: Mayor Trey Wilkerson called the meeting to order at 5:15p.m.

Mayor Trey Wilkerson gave the invocation, then led the Pledge of Allegiance which was recited by those in attendance.

CITIZENS PRESENTATION: (Limited to 3 minutes)

This item provides the opportunity to address the City Council on any matter whether or not it is posted on the agenda. However, in accordance with the Texas Open Meetings Act, Section 551.041, the Council cannot discuss, deliberate, or take any action on matters not listed on the agenda. At this time, the Council will receive citizen comments, and if necessary, may refer the matter to City staff for research, resolution, or referral to Council on a future agenda.

Public Participation: NONE

Item #1: CONSENT AGENDA: All matters listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Consider approval of the following reports:

- a. Minutes from January 10, 2023, Regular Session Meeting
- b. Financial Statement for January 2023
- c. 12-Month Attendance Record for January 2023
- d. Investment Report for Quarter ending December 2022

Ray Williams, Jr. made a motion to approve and Daniel Lopez second. All in Favor, none opposed, motion carries.

Item #2: PUBLIC HEARNG for Item 3 & Item 4

Public Participation: NONE

Item #3: Consideration and possible action to approve Ordinance 2023-02-001 changing the zoning from “Mixed Family District” to a “(2F) Two Family District” on properties addressed as 1003 and 1005 Lynn Street for the purpose of constructing duplex residences as recommended by the Planning and Zoning Commission.

TABLED: No Action Required

Item #4: Consideration and possible action to approve Ordinance 2023-02-002 changing a zoning variance at 106 Magnolia Drive, Diboll, Texas to change the front yard setback as recommended by the Planning and Zoning Commission.

Daniel Lopez made a motion to approve and Ruben Terrazas second. All in Favor, none opposed, motion carries.

Item #5: Consideration and possible action to approve amendments to the City of Diboll Home Rule Charter as recommended by the Home Rule Charter Commission.

Ray Williams, Jr. made a motion to approve with proposed changes and Daniel Lopez second. All in Favor, none opposed, motion carries.

Item #6: Consideration and possible action to approve Resolution 2023-02-001 of the City of Diboll, Texas providing for the calling and ordering of a General Election to be held on May 6th, 2023, for the purpose of electing a Councilmember for District 1, District 3, At Large Place 5 and amendments to the Home Rule Charter providing for the necessary notices and fixing the date.

Daniel Lopez made a motion to approve and Ray Williams, Jr. second. All in Favor, none opposed, motion carries.

Item #7: Consideration and possible action to approve modifications to the City of Diboll Personnel Policies Manual Benefits Section.

Ruben Terrazas made a motion to approve and Ray Williams, Jr. second. All in Favor, none opposed, motion carries.

Item #8: DEPARTMENT HEAD REPORTS

- a. Fire Department Report
- b. Police Department Report
- c. Public Works Report
- d. Code Compliance Report
- e. Finance & Court Report
- f. City Manager Report

Adjournment

Mayor Wilkerson called to adjourn at 5:13p.m.

Minutes of the February 14, 2023 Regular Session Meeting approved by council on this the 14th day of March, 2023.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa M. Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §





City of Diboll

Financial Report

Group Summary

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 01 - General Fund						
Revenue						
3100 - Charges for Service	5,000.00	5,000.00	0.00	1,500.00	1,500.00	3,500.00
3130 - Penalties & Interest	0.00	0.00	0.00	-163.89	-163.89	163.89
3200 - Fines and Fees	485,500.00	485,500.00	27,187.75	102,694.06	102,694.06	382,805.94
3210 - Licenses & Permits	15,119.41	15,119.41	6,219.43	12,064.18	12,064.18	3,055.23
3500 - Franchise Tax	399,969.77	399,969.77	26,876.19	71,226.61	71,226.61	328,743.16
3550 - Property Tax	1,293,593.32	1,293,593.32	496,602.19	1,265,016.52	1,265,016.52	28,576.80
3700 - Sales Tax	616,909.05	616,909.05	78,988.41	323,722.65	323,722.65	293,186.40
3800 - Interest	2,500.00	2,500.00	1,388.34	6,849.54	6,849.54	-4,349.54
3805 - Miscellaneous	1,000.00	1,000.00	992.44	1,705.45	1,687.20	-687.20
3940 - Contributions & Grants	10,400.00	10,400.00	0.00	2,800.00	2,800.00	7,600.00
3960 - Donations	0.00	0.00	3,000.00	3,000.00	3,000.00	-3,000.00
Revenue Total:	2,829,991.55	2,829,991.55	641,254.75	1,790,415.12	1,790,396.87	1,039,594.68
Expense						
4000 - Insurance	69,193.10	69,193.10	0.00	56,219.97	56,219.97	12,973.13
4010 - Grant Expense	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00
4030 - Fines & Fees	450.00	450.00	0.00	39.00	39.00	411.00
4040 - Administrative	262,101.00	264,101.00	37,931.17	143,980.51	163,573.31	100,527.69
4080 - Capital Purchase	127,500.00	135,883.00	0.00	19,290.00	36,034.15	99,848.85
4100 - Contractual & Professional Services	244,659.00	244,659.00	9,912.07	94,681.18	94,681.18	149,977.82
4110 - Intergov't Contracts	169,751.94	169,751.94	8,475.53	22,201.06	22,201.06	147,550.88
4300 - Utility	79,372.00	79,372.00	10,345.97	47,978.19	47,978.19	31,393.81
4400 - Repairs & Maintenance	226,600.00	234,600.00	2,545.72	39,838.16	58,864.71	175,735.29
4460 - Materials & Supplies	198,070.53	198,070.53	5,019.05	43,589.91	51,871.90	146,198.63
4500 - Miscellaneous	3,500.00	11,400.00	-76.74	2,714.51	2,936.33	8,463.67
4800 - Payroll Expense	2,084,115.94	2,084,115.94	148,112.62	957,861.26	957,861.26	1,126,254.68
4860 - Personnel	39,950.00	39,950.00	695.00	9,211.89	9,211.89	30,738.11
9999 - Transfers	-698,972.00	-698,972.00	0.00	0.00	0.00	-698,972.00
Expense Total:	2,819,291.51	2,845,574.51	222,960.39	1,437,605.64	1,501,472.95	1,344,101.56
Fund: 01 - General Fund Surplus (Deficit):	10,700.04	-15,582.96	418,294.36	352,809.48	288,923.92	-304,506.88

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 02 - Utility Fund						
Revenue						
3100 - Charges for Service	3,309,117.00	3,309,117.00	569,346.05	1,034,454.02	1,034,454.02	2,274,662.98
3130 - Penalties & Interest	25,000.00	25,000.00	83,716.41	121,441.22	121,441.22	-96,441.22
3200 - Fines and Fees	1,000.00	1,000.00	227.87	3,492.70	3,492.70	-2,492.70
3800 - Interest	300.00	300.00	0.00	5,085.74	5,085.74	-4,785.74
3805 - Miscellaneous	0.00	0.00	2,808.42	6,183.48	6,183.48	-6,183.48
Revenue Total:	3,335,417.00	3,335,417.00	656,098.75	1,170,657.16	1,170,657.16	2,164,759.84
Expense						
4000 - Insurance	26,335.98	26,335.98	0.00	27,328.66	27,328.66	-992.68
4030 - Fines & Fees	9,360.00	9,360.00	932.25	4,553.66	4,553.66	4,806.34
4040 - Administrative	60,922.00	62,522.00	112.97	24,176.12	24,194.40	38,327.60
4080 - Capital Purchase	26,000.00	94,738.00	0.00	3,280.63	76,714.93	18,023.07
4100 - Contractual & Professional Services	889,850.00	901,050.00	151,826.60	404,368.09	414,453.63	486,596.37
4110 - Intergov't Contracts	15,000.00	15,000.00	210.48	2,837.74	2,837.74	12,162.26
4300 - Utility	150,180.00	150,180.00	12,853.40	56,871.27	56,871.27	93,308.73
4400 - Repairs & Maintenance	273,000.00	260,200.00	7,917.11	42,383.36	54,736.18	205,463.82
4460 - Materials & Supplies	191,040.00	191,040.00	8,112.91	63,633.43	74,100.55	116,939.45
4800 - Payroll Expense	568,353.74	568,353.74	43,236.37	247,014.42	247,014.42	321,339.32
4860 - Personnel	5,100.00	5,100.00	112.66	393.93	393.93	4,706.07
9999 - Transfers	1,116,149.50	1,116,149.50	0.00	0.00	0.00	1,116,149.50
Expense Total:	3,331,291.22	3,400,029.22	225,314.75	876,841.31	983,199.37	2,416,829.85
Fund: 02 - Utility Fund Surplus (Deficit):	4,125.78	-64,612.22	430,784.00	293,815.85	187,457.79	-252,070.01

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 03 - Recreation Fund						
Revenue						
3100 - Charges for Service	0.00	0.00	105.00	440.00	440.00	-440.00
3900 - Rentals & Leases	58,100.00	58,100.00	8,830.74	25,333.68	25,333.68	32,766.32
3960 - Donations	0.00	0.00	7,700.00	7,700.00	7,700.00	-7,700.00
Revenue Total:	58,100.00	58,100.00	16,635.74	33,473.68	33,473.68	24,626.32
Expense						
4000 - Insurance	630.13	630.13	0.00	675.93	675.93	-45.80
4040 - Administrative	3,310.00	3,310.00	0.00	341.11	341.11	2,968.89
4100 - Contractual & Professional Services	4,550.00	4,550.00	0.00	400.00	400.00	4,150.00
4300 - Utility	53,247.40	53,247.40	5,156.84	24,203.44	24,203.44	29,043.96
4400 - Repairs & Maintenance	34,800.00	34,800.00	1,200.00	8,776.09	14,488.39	20,311.61
4460 - Materials & Supplies	400.00	400.00	0.00	0.00	0.00	400.00
4800 - Payroll Expense	42,624.40	42,624.40	0.00	10,543.53	10,543.53	32,080.87
9999 - Transfers	-82,200.00	-82,200.00	0.00	0.00	0.00	-82,200.00
Expense Total:	57,361.93	57,361.93	6,356.84	44,940.10	50,652.40	6,709.53
Fund: 03 - Recreation Fund Surplus (Deficit):	738.07	738.07	10,278.90	-11,466.42	-17,178.72	17,916.79

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 05 - Restricted Fund						
Revenue						
3805 - Miscellaneous	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
3940 - Contributions & Grants	0.00	0.00	1,281.31	1,281.31	1,281.31	-1,281.31
Revenue Total:	1,200.00	1,200.00	1,281.31	1,281.31	1,281.31	-81.31
Expense						
4010 - Grant Expense	60,000.00	78,937.36	0.00	32,339.26	32,339.26	46,598.10
4210 - Project Expense	1,200.00	2,403.93	0.00	0.00	0.00	2,403.93
Expense Total:	61,200.00	81,341.29	0.00	32,339.26	32,339.26	49,002.03
Fund: 05 - Restricted Fund Surplus (Deficit):	-60,000.00	-80,141.29	1,281.31	-31,057.95	-31,057.95	-49,083.34

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 06 - Hotel/Motel Tax Fund						
Revenue						
3400 - Hotel Motel Tax	20,000.00	20,000.00	0.00	6,972.63	6,972.63	13,027.37
Revenue Total:	20,000.00	20,000.00	0.00	6,972.63	6,972.63	13,027.37
Expense						
4040 - Administrative	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
9999 - Transfers	66,000.00	66,000.00	0.00	0.00	0.00	66,000.00
Expense Total:	70,000.00	70,000.00	0.00	0.00	0.00	70,000.00
Fund: 06 - Hotel/Motel Tax Fund Surplus (Deficit):	-50,000.00	-50,000.00	0.00	6,972.63	6,972.63	-56,972.63

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 07 - Seized Fund						
Revenue						
3800 - Interest	0.00	0.00	1.17	4.54	4.54	-4.54
Revenue Total:	0.00	0.00	1.17	4.54	4.54	-4.54
Fund: 07 - Seized Fund Total:	0.00	0.00	1.17	4.54	4.54	-4.54

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 09 - MC Security Fund						
Revenue						
3200 - Fines and Fees	7,000.00	7,000.00	512.04	2,559.76	2,559.76	4,440.24
Revenue Total:	7,000.00	7,000.00	512.04	2,559.76	2,559.76	4,440.24
Expense						
9999 - Transfers	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
Expense Total:	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
Fund: 09 - MC Security Fund Surplus (Deficit):	0.00	0.00	512.04	2,559.76	2,559.76	-2,559.76

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 10 - MC Tech Fund						
Revenue						
3200 - Fines and Fees	7,000.00	7,000.00	623.36	2,558.70	2,558.70	4,441.30
Revenue Total:	7,000.00	7,000.00	623.36	2,558.70	2,558.70	4,441.30
Expense						
4300 - Utility	5,070.00	5,070.00	60.42	492.08	492.08	4,577.92
Expense Total:	5,070.00	5,070.00	60.42	492.08	492.08	4,577.92
Fund: 10 - MC Tech Fund Surplus (Deficit):	1,930.00	1,930.00	562.94	2,066.62	2,066.62	-136.62

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 11 - PEG Fund						
Revenue						
3500 - Franchise Tax	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Revenue Total:	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
Fund: 11 - PEG Fund Total:	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 12 - Red Light Fund						
Revenue						
3800 - Interest	0.00	0.00	23.11	102.32	102.32	-102.32
Revenue Total:	0.00	0.00	23.11	102.32	102.32	-102.32
Expense						
9999 - Transfers	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
Expense Total:	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
Fund: 12 - Red Light Fund Surplus (Deficit):	-25,000.00	-25,000.00	23.11	102.32	102.32	-25,102.32

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 13 - Debt Service Fund						
Revenue						
3550 - Property Tax	145,318.75	145,318.75	50,083.87	138,654.78	138,654.78	6,663.97
3800 - Interest	0.00	0.00	17.81	279.72	279.72	-279.72
Revenue Total:	145,318.75	145,318.75	50,101.68	138,934.50	138,934.50	6,384.25
Expense						
4015 - Bond Expense	605,268.25	605,268.25	248,250.00	506,610.38	506,610.38	98,657.87
4020 - Note Expense	22,978.00	22,978.00	0.00	0.00	0.00	22,978.00
4030 - Fines & Fees	1,500.00	1,500.00	150.00	475.00	475.00	1,025.00
9999 - Transfers	-434,427.50	-434,427.50	0.00	0.00	0.00	-434,427.50
Expense Total:	195,318.75	195,318.75	248,400.00	507,085.38	507,085.38	-311,766.63
Fund: 13 - Debt Service Fund Surplus (Deficit):	-50,000.00	-50,000.00	-198,298.32	-368,150.88	-368,150.88	318,150.88

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 14 - Endowment Fund						
Revenue						
3800 - Interest	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Revenue Total:	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense						
9999 - Transfers	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Expense Total:	8,050.00	8,050.00	0.00	0.00	0.00	8,050.00
Fund: 14 - Endowment Fund Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 15 - Restricted Project Fund						
Expense						
9999 - Transfers	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13
Expense Total:	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13
Fund: 15 - Restricted Project Fund Total:	-83,009.13	-83,009.13	0.00	0.00	0.00	-83,009.13

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 16 - MC Local Truancy Prevention & Diversion Fund						
Revenue						
3200 - Fines and Fees	8,000.00	8,000.00	522.43	2,463.01	2,463.01	5,536.99
Revenue Total:	8,000.00	8,000.00	522.43	2,463.01	2,463.01	5,536.99
Fund: 16 - MC Local Truancy Prevention & Diversion Fund Total:	8,000.00	8,000.00	522.43	2,463.01	2,463.01	5,536.99

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 17 - MC Municipal Jury Fund						
Revenue						
3200 - Fines and Fees	150.00	150.00	10.41	49.16	49.16	100.84
Revenue Total:	150.00	150.00	10.41	49.16	49.16	100.84
Expense						
9999 - Transfers	400.00	400.00	0.00	0.00	0.00	400.00
Expense Total:	400.00	400.00	0.00	0.00	0.00	400.00
Fund: 17 - MC Municipal Jury Fund Surplus (Deficit):	-250.00	-250.00	10.41	49.16	49.16	-299.16

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 18 - Keep Diboll Beautiful Fund						
Revenue						
3960 - Donations	0.00	0.00	7.00	7.00	7.00	-7.00
Revenue Total:	0.00	0.00	7.00	7.00	7.00	-7.00
Expense						
4210 - Project Expense	34,841.38	26,780.69	0.00	6,387.57	6,387.57	20,393.12
Expense Total:	34,841.38	26,780.69	0.00	6,387.57	6,387.57	20,393.12
Fund: 18 - Keep Diboll Beautiful Fund Surplus (Deficit):	-34,841.38	-26,780.69	7.00	-6,380.57	-6,380.57	-20,400.12

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 19 - Street Project Fund						
Revenue						
3800 - Interest	0.00	0.00	77.81	352.70	352.70	-352.70
Revenue Total:	0.00	0.00	77.81	352.70	352.70	-352.70
Fund: 19 - Street Project Fund Total:	0.00	0.00	77.81	352.70	352.70	-352.70

Financial Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 20 - ARPA Fund						
Revenue						
3800 - Interest	0.00	0.00	567.53	2,558.78	2,558.78	-2,558.78
Revenue Total:	0.00	0.00	567.53	2,558.78	2,558.78	-2,558.78
Expense						
4210 - Project Expense	0.00	0.00	0.00	37,035.19	37,035.19	-37,035.19
Expense Total:	0.00	0.00	0.00	37,035.19	37,035.19	-37,035.19
Fund: 20 - ARPA Fund Surplus (Deficit):	0.00	0.00	567.53	-34,476.41	-34,476.41	34,476.41
Total Surplus (Deficit):	-107,588.36	-214,689.96	664,624.69	209,663.84	33,707.92	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
01 - General Fund	10,700.04	-15,582.96	418,294.36	352,809.48	288,923.92	-304,506.88
02 - Utility Fund	4,125.78	-64,612.22	430,784.00	293,815.85	187,457.79	-252,070.01
03 - Recreation Fund	738.07	738.07	10,278.90	-11,466.42	-17,178.72	17,916.79
05 - Restricted Fund	-60,000.00	-80,141.29	1,281.31	-31,057.95	-31,057.95	-49,083.34
06 - Hotel/Motel Tax Fund	-50,000.00	-50,000.00	0.00	6,972.63	6,972.63	-56,972.63
07 - Seized Fund	0.00	0.00	1.17	4.54	4.54	-4.54
09 - MC Security Fund	0.00	0.00	512.04	2,559.76	2,559.76	-2,559.76
10 - MC Tech Fund	1,930.00	1,930.00	562.94	2,066.62	2,066.62	-136.62
11 - PEG Fund	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
12 - Red Light Fund	-25,000.00	-25,000.00	23.11	102.32	102.32	-25,102.32
13 - Debt Service Fund	-50,000.00	-50,000.00	-198,298.32	-368,150.88	-368,150.88	318,150.88
14 - Endowment Fund	0.00	0.00	0.00	0.00	0.00	0.00
15 - Restricted Project Fund	83,009.13	83,009.13	0.00	0.00	0.00	83,009.13
16 - MC Local Truancy Prevent...	8,000.00	8,000.00	522.43	2,463.01	2,463.01	5,536.99
17 - MC Municipal Jury Fund	-250.00	-250.00	10.41	49.16	49.16	-299.16
18 - Keep Diboll Beautiful Fund	-34,841.38	-26,780.69	7.00	-6,380.57	-6,380.57	-20,400.12
19 - Street Project Fund	0.00	0.00	77.81	352.70	352.70	-352.70
20 - ARPA Fund	0.00	0.00	567.53	-34,476.41	-34,476.41	34,476.41
Total Surplus (Deficit):	-107,588.36	-214,689.96	664,624.69	209,663.84	33,707.92	

DIBOLL CITY COUNCIL 12-MONTH ATTENDANCE RECORD

Council Member	9/14/2021	9/21/2021	9/30/2021	10/6/2021	10/12/2021	11/9/2021	12/14/2021	1/11/2022	2/8/2022	3/8/2022	4/12/2022	5/10/2022
Brian Moreno										0	0	0
Ruben Terrazas										0	0	0
Daniel Lopez										0	0	0
Ray Williams, Jr.												0
Benita Sheffield Duffield										0	0	0
Luis Maldonado										0	0	0
Trey Wilkerson										0	0	0
Total Absences										0	0	0

Council Member	5/18/2022	6/14/2022	6/21/2022	7/12/2022	8/9/2022	9/13/2022	10/11/2022	11/15/2022	12/13/2022	1/10/2023	2/14/2023	TOTAL TO-DATE
Brian Moreno	0	0	0	0	0	0	0	1	0	0	1	2
Ruben Terrazas	1	0	0	1	0	0	1	0	0	0	0	3
Daniel Lopez	0	0	0	1	0	0	0	0	0	0	0	1
Ray Williams, Jr.	0	0	0	0	0	0	0	0	0	1	0	1
Benita Sheffield Duffield	0	0	0	0	0	0	0	1	0	0	1	2
Luis Maldonado	0	1	0	0	0	0	0	1	0	0	1	3
Trey Wilkerson	0	0	0	0	0	0	0	0	0	0	0	0
Total Absences	1	1	0	2	0	0	1	3	0	1	3	12



Rosa M. Olvera
Rosa M. Olvera - City Secretary

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Victor L. Archer, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Police Officer for the City of Diboll of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Angelina

Sworn to and subscribed before me on this 14th day of March, 2023.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Trey Wilkerson

Printed or Typed Name

Samantha Durham
Director of Finance

400 Kenley
 PO Box 340
 Diboll TX, 75941
 (936)829-4757
 Fax: (936)829-1179
 Email:
 sdurham@cityofdiboll.com



CITY OF DIBOLL

Interoffice Memorandum

DATE: March 14, 2023
TO: Mayor and Council Members
THRU: Jason Arnold, City Manager
SUBJ: 2022-2023 Budget Amendment No. 3

ITEM NO. 1 DIBOLL BOOSTER CLUB DONATION


Diboll Day 2022 was a huge success and the Diboll Booster Club is sharing in that success! The Diboll Booster Club has made a donation to the City of Diboll for the following projects in the amount of \$21,400.00. Half of those funds has been received and the other half will be dispersed in the next fiscal year 2023-2024.

Projects	Total Donation	2022-2023 Budget	2023-2024 Budget
Old Orchard Park Ball Fields 3 & 4 Renovation	\$14,400	\$6,700	\$7,700
Police Department K-9 Box	\$3,000	\$3,000	
Park Benches, qty 2	\$2,000		\$2,000
Floating Food Dispensers, qty 2	\$1,000		\$1,000
Civic Center Bingo Software	\$1,000	\$1,000	

Therefore; requesting budget increases to the following general ledger accounts for the 2022-2023 FY.

GL No.	Department	Account Name	Budget Increase Request	New 2022-2023 Budget
03-12-3960	Recreation	Donations	\$7,700.00	\$10,700.00
03-12-4410	Recreation	System & Structure Repairs & Maint	\$6,700.00	\$36,900.00
03-11-3960	Civic Center	Donation	\$1,000.00	\$1,000.00
03-11-4461	Civic Center	Small Equipment	\$1,000.00	\$1,300.00
01-03-3960	Police	Donations	\$3,000.00	\$3,000.00
01-03-4462	Police	PD Equipment	\$3,000.00	\$7,500.00

Fond regards,

A handwritten signature in black ink that reads "Sam Durham". The signature is written in a cursive, flowing style with a large initial 'S'.

Sam Durham
Finance Director

ORDINANCE NO. 2023-03-001

AN APPROPRIATIONS ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2022/2023 OPERATING BUDGET (BUDGET AMENDMENT NO. 03), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND& RECREATION FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City Charter of the City of Diboll requires an Appropriations Ordinance be passed by the City Council each year showing revenue of the City from all sources and the expenditures to the various purposes for the fiscal year;

WHEREAS, City Council approved the 2022/2023 Operating Budget and appropriated the necessary funds out of the General & Recreation Fund revenues for the maintenance and operation of various offices, departments and agencies of the City; and

WHEREAS, Council has reviewed and approves the report establishing the need to adjust appropriations in the General and Recreation Funds.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, THAT:

Section I

The City Council of the City of Diboll, Texas, hereby authorizes and approves an amendment to the 2022/2023 Operating Budget (Budget Amendment No. 03) for the purpose and in the amounts shown in the attached report, the amounts to be appropriated from Fund Balances:

The following are fund summaries of these adjustments for the budget line items that are affected:

General Fund	
Current Expenditure Budget -	2,854,574.51
Proposed Expenditure Budget -	2,857,574.51
Decrease to Fund Balance	(3,000.00)
Current Revenue Budget -	2,832,991.54
Proposed Revenue Budget -	2,829,991.54
Increase to Fund Balance	3,000.00
Net effect to fund balance is a decrease of	(0.00)

Recreation Fund

Current Expenditure Budget -	139,561.94
Proposed Expenditure Budget -	147,261.94
Decrease to Fund Balance	(7,700.00)
Current Revenue Budget -	140,300.00
Proposed Revenue Budget -	148,000.00
Increase to Fund Balance	7,700.00
Net effect to fund balance is a decrease of	(0.00)

Section II

The City Council of the City of Diboll, Texas, hereby amends the 2022/2023 Operating Budget in the General and Recreation Funds, adjusting appropriations as stated in Section 1 above.

Section III

That this ordinance shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas on this the 14th day of March, 2023

Trey Wilkerson, Mayor

ATTEST:

Rosa Olvera, City Secretary

RESOLUTION 2023-03-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL CANCELLING THE MAY 6, 2023 MUNICIPAL ELECTION IN ACCORDANCE WITH SECTION 2.053 (a) OF THE TEXAS ELECTION CODE.

WHEREAS, there are no unopposed candidates for the May 6, 2023 municipal election; and

WHEREAS, when candidates are unopposed, section 2.053 (a) of the Texas Municipal Election Code allows for cancellation of said election.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Diboll, Texas, that:

1. The May 6, 2023 municipal election is hereby cancelled.
2. The Mayor is authorized to sign all related documents.
3. This Resolution is effective upon passage.

PASSED AND APPROVED at a regular meeting of the City Council of Diboll, Texas this the 14th day of March, 2023.

Trey Wilkerson, Mayor

ATTEST BY:

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §

**ORDER OF CANCELLATION
FOR THE CITY OF DIBOLL GENERAL ELECTION
ORDEN DE CANCELACIÓN
PARA LA ELECCION GENERAL DE LA CIUDAD DE DIBOLL**

The City of Diboll Councilmember hereby cancels the election scheduled to be held on May 6, 2023 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

El Consejo Municipal de la Ciudad de Diboll por la presente cancela la elección que, de lo contrario, se hubiera celebrado el día 6 de Mayo, 2023 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Candidates(s) Candidato(s)	Office Sought (Cargo al que presenta candidatura)
Jana A. Coulter	Councilman for District 1 <i>Consejo municipal para Distrito n° 1</i>
Nora L. Munoz	Councilman for District 3 <i>Consejo municipal para Distrito n° 3</i>
Juan Ruben Terrazas	Councilman At Large Place 5 <i>Consejo municipal para Lugar Grande n° 5</i>

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

President (Presidente)

Secretary (Secretaria)

(seal) (sello)

**CERTIFICATION OF UNOPPOSED CANDIDATES
FOR THE CITY OF DIBOLL GENERAL ELECTION
CERTIFICACIÓN DE CANDIDATOS ÚNICOS
PARA LA ELECCION GENERAL DE LA CIUDAD DE DIBOLL**

To: Presiding Officer of Governing Body – Mayor Trey Wilkerson, City of Diboll
Al: Presidente de la entidad gobernante – Alcalde Trey Wilkerson, ciudad de Diboll


As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 6, 2023.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el día 6 de Mayo, 2023.

List offices and names of candidates:

Lista de cargos y nombres de los candidatos:

Office(s) Cargo(s)	Candidates(s) Candidato(s)
Councilman for District 1 <i>Consejo municipal para Distrito n° 1</i>	Jana A. Coulter
Councilman for District 3 <i>Consejo municipal para Distrito n° 3</i>	Nora L. Munoz
Councilman at Large Place 5 <i>Consejo municipal para Lugar Grande n° 5</i>	Juan R. Terrazas



Signature (Firma)

Rosa Olvera

Printed name (Nombre en letra de molde)

City Secretary

Title (Puesto)

2/22/2023

Date of Signature (Fecha de firma)

RESOLUTION NO. 2023-03-002

A RESOLUTION PROVIDING FOR THE CALLING AND ORDERING OF A SPECIAL ELECTION FOR THE CITY OF DIBOLL, TEXAS TO BE HELD ON MAY 6, 2023 BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M. FOR THE PURPOSE OF AMENDING THE CHARTER OF THE CITY OF DIBOLL; PROVIDING FOR THE NECESSARY NOTICES AND FIXING THE DATE.

WHEREAS, the City Council is desirous of holding an Election as provided in said Charter of the City of Diboll, Texas, as recommended by the Home Rule Charter Commission calls for a Special Election to amend the Charter:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

- (1) That a Special Election be held in the City of Diboll, Texas on May 6, 2023 to amend the Charter in the following aspects:

PROPOSED AMENDMENT NO. 1

Amend Article I, Section 1.03 (Boundaries) of the City Charter of the City of Diboll, Texas to read:

Section 1.03 Boundaries.

“The bounds and limits of the City shall be those established in the original incorporation proceedings of the City, filed of record, in the office of the County Clerk of Angelina County, Texas, and those boundaries established and changed after that date by annexation ordinances and proceedings of the City.”

And repealing the following provisions of Article I, Section 1.03 of the City Charter of the City of Diboll:

~~“The bounds and limits of the City shall be those established in the original incorporation proceedings of the City, filed of record, in the office of the County Clerk of Angelina County, Texas, and those boundaries established and changed after that date by annexation ordinances and proceedings of the City. Article II of this Charter sets out the powers the City of Diboll may use in the administration of City business.”~~

PROPOSED AMENDMENT NO. 2

Amend Article I, Section 1.04 (Extension of Boundaries or Extraterritorial Jurisdiction) of the City Charter of the City of Diboll, Texas to read:

Section 1.04 Extension of Boundaries or Extraterritorial Jurisdiction.

“The boundaries of the City may be enlarged and extended by the annexation of additional territory, regardless of size or configuration, in any of the following ways:

1. By annexing territory adjacent to the City and located within its extraterritorial jurisdiction, with or without the consent of the residents or owners of the territory annexed, according to the procedures prescribed by Texas Local Government Code §43.052 and§ 43.053 or any other applicable State statutes.

2. By acting on the petition of area landowners in sparsely occupied areas according to the procedures prescribed by Texas Local Government Code§ 43.028.

3. By any other manner and procedure now provided by law or as may be provided by law in the future or in any manner provided by ordinance of the City.

Before the City may annex an area or extend its extraterritorial jurisdiction, the City Manager must present a written report regarding the financial impact of the proposed annexation or extension. The City Manager shall also propose a service plan to the Planning and Zoning Commission and City Council regarding any property proposed to be annexed. On the effective date of any ordinance to annex an area, the area shall become a part of the City and the inhabitants of the area shall become entitled to the rights and privileges of other citizens of the City and be bound by the acts and ordinances adopted by the City.”

And repealing the following provisions of Article I, Section 1.04 of the City Charter of the City of Diboll:

~~“The boundaries of the City may be enlarged and extended by the annexation of additional territory, regardless of size or configuration, in any of the following ways:~~

~~1. By annexing territory adjacent to the City and located within its extraterritorial jurisdiction, with or without the consent of the residents or owners of the territory annexed, according to the procedures prescribed by Texas Local Government Code §43.052 and§ 43.053 or any other applicable State statutes.~~

~~2. By acting on the petition of area landowners in sparsely occupied areas according to the procedures prescribed by Texas Local Government Code§ 43.028.~~

~~3. By amending the City charter.~~

~~4. By any other manner and procedure now provided by law or as may be provided by law in the future or in any manner provided by ordinance of the City.~~

~~Before the City may annex an area or extend its extraterritorial jurisdiction, the City Manager must present a written report regarding the financial impact of the proposed annexation or extension. The City Manager shall also propose a service plan to the Planning and Zoning Commission and City Council regarding any property proposed to be annexed. On the effective date of any ordinance to annex an area, the area shall become a part of the City and the inhabitants of the area shall become entitled to the rights and privileges of other citizens of the City and be bound by the acts and ordinances adopted by the City.”~~

PROPOSED AMENDMENT NO. 3

Amend Article III, Section 3.01 (Number, Selection and Term) of the City Charter of the City of Diboll, Texas to read:

Section 3.01 Number, Selection and Term.

“The "City Council" shall be composed of a "Mayor" and six (6) "Council Members" elected as follows:

1. Four (4) Council Members shall be elected under the Place System, with there being Places 1, 2, 3, and 4, and two (2) Council Members who shall hold Places 5 and 6 and, together with the Mayor, shall be elected at large. The places of the four (4) Council Members in this place system shall hereafter be known as District 1, District 2, District 3 and District 4.

2. The Mayor (unless sooner removed under the provisions of this Charter) shall serve a term of two (2) years or until a successor has been elected or selected and duly qualified.

3. The six (6) Council Members shall serve a term of two (2) years each unless a successor has been duly elected or selected and duly qualified.

4. Those current Council Members whose term expire in even numbered years shall be places 2 and 4. Place 6 is added by this Charter and shall have its term commence and expire in even numbered years as well. The position of Mayor shall also commence and expire in even numbered years. Those Council Members whose terms commence and expire in odd numbered years shall be places 1, 3, and 5. Upon passage of this Charter the City Council shall name four (4) of the existing Council Members as representing the four (4) districts and one (1) Council Member to be at large. As stated above, the new Council Member for Place 6 shall be elected by the City at large.

5. All of the City Council Members holding office at the time of passage and adoption of this Charter shall hold their respective office until their respective term of office for which they were elected expires. All Council Members representing a District shall be elected by the votes in their respective Districts. Council Members representing Places 5 & 6, as well as the Mayor, shall be elected by the City at large by a plurality of the vote. All Council Members and Mayoral candidates shall run for office nonpartisan with no listing of party affiliation. Unless the context clearly requires otherwise, the terms "City Council" or "Council" or "Council Member" when used in this Charter shall mean the Mayor and all Council persons.”

And repealing the following provisions of Article III, Section 3.01 of the City Charter of the City of Diboll:

~~*“The "City Council" shall be composed of a "Mayor" and six (6) "Council Members" elected as follows:*~~

~~*1. Four (4) Council Members shall be elected under the Place System, with there being Places 1, 2, 3, and 4, and two (2) Council Members who shall hold Places 5 and 6 and, together with the Mayor, shall be elected at large. The places of the four (4) Council Members in this place system shall hereafter be known as District 1, District 2, District 3 and District 4.*~~

~~2. The Mayor (unless sooner removed under the provisions of this Charter) shall serve a term of two (2) years or until a successor has been elected or selected and duly qualified.~~

~~3. The six (6) Council Members shall serve a term of two (2) years each unless a successor has been duly elected or selected and duly qualified.~~

~~4. Those current Council Members whose term expire in even numbered years shall be places 2 and 4. Place 6 is added by this Charter and shall have its term commence and expire in even numbered years as well. The position of Mayor shall also commence and expire in even numbered years. Those Council Members whose terms commence and expire in odd numbered years shall be places 1, 3, and 5. Upon passage of this Charter the City Council shall name four (4) of the existing Council Members as representing the four (4) districts and one (1) Council Member to be at large. As stated above, the new Council Member for Place 6 shall be elected by the City at large.~~

~~5. The City of Diboll, Texas shall initially be divided into four Single Member Districts. These districts are reflected at this time by the map (as marked) which is attached hereto as Exhibit "A" which is made a part of for any and all purposes as if repeated verbatim herein. The Council shall from time to time create and describe by ordinance election districts known as Districts 1, 2, 3, and 4 so that each will contain, as nearly as possible, a population equivalent to the others according to the latest census data.~~

~~6. All of the City Council Members holding office at the time of passage and adoption of this Charter shall hold their respective office until their respective term of office for which they were elected expires. All Council Members representing a District shall be elected by the votes in their respective Districts. Council Members representing Places 5 & 6, as well as the Mayor, shall be elected by the City at large by a plurality of the vote. All Council Members and Mayoral candidates shall run for office nonpartisan with no listing of party affiliation. Unless the context clearly requires otherwise, the terms "City Council" or "Council" or "Council Member" when used in this Charter shall mean the Mayor and all Council persons."~~

PROPOSED AMENDMENT NO. 4

Amend Article III, Section 3.04 (Compensation) of the City Charter of the City of Diboll, Texas to read:

Section 3.04 Compensation.

"Members of the City Council shall serve without compensation but shall be entitled to payment of or reimbursement for all necessary expenses incurred in the performance of official duties, upon approval by the City Manager."

And repealing the following provisions of Article III, Section 3.04 of the City Charter of the City of Diboll:

~~"Members of the City Council shall serve without compensation but shall be entitled to payment of or reimbursement for all necessary expenses incurred in the performance of official duties, upon approval by the City Council."~~

PROPOSED AMENDMENT NO. 5

Amend Article III, Section 3.13 (Voting) of the City Charter of the City of Diboll, Texas to read:

Section 3.13 Voting.

“Voting on all motions regarding official actions of the Council shall be by roll call or show of hands, and each member's vote shall be recorded in the minutes. Except as prohibited by conflict-of-interest laws or this Charter, all members of the City Council shall vote "yes" or "no" on every action, resolution, or ordinance requiring a vote. The nature of the specific conflict of interest requiring recusal on the issue and abstention from voting shall be concisely stated in the minutes.”

And repealing the following provisions of Article III, Section 3.04 of the City Charter of the City of Diboll:

~~“Voting on all motions regarding official actions of the Council shall be by roll call, and each member's vote shall be recorded in the minutes. Except as prohibited by conflict-of-interest laws or this Charter, all members of the City Council shall vote "yes" or "no" on every action, resolution, or ordinance requiring a vote. The nature of the specific conflict of interest requiring recusal on the issue and abstention from voting shall be concisely stated in the minutes.”~~

PROPOSED AMENDMENT NO. 6

Amend Article V, Section 5.04 (Canvassing) of the City Charter of the City of Diboll, Texas to read:

Section 5.04 Canvassing.

“The returns of any municipal election shall be delivered from the election judges to the City Secretary not later than twelve hours after the polls are closed, and the City Council shall canvass the returns and declare the results in accordance with state election law. The returns of every municipal election shall be recorded in the minutes of the meeting at which the vote is canvassed by totals for each candidate or "for" and "against" each issue submitted.”

And repealing the following provisions of Article V, Section 5.04 of the City Charter of the City of Diboll:

~~“The returns of any municipal election shall be delivered from the election judges to the City Secretary and the Mayor at City Hall not later than twelve hours after the polls are closed, and the City Council shall canvass the returns and declare the results in accordance with state election law. The returns of every municipal election shall be recorded in the minutes of the meeting at which the vote is canvassed by totals for each candidate or "for" and "against" each issue submitted.”~~

PROPOSED AMENDMENT NO. 7

Amend Article V, Section 5.05 (Election) of the City Charter of the City of Diboll, Texas to read:

Section 5.05 Election.

“To be elected as a Council Member or Mayor, a plurality is required. In the event of a tie between two or more candidates running for the same at large position, the Council shall call a runoff election in accordance with the Texas Election Code.”

And repealing the following provisions of Article V, Section 5.05 of the City Charter of the City of Diboll:

~~“To be elected as a Council Member to Places 1, 2, 3 or 4, a candidate must receive a number of votes greater than one-half of the total number of valid ballots cast by the voters in that particular district for the candidate running in that particular district. If no candidate receives a majority vote, or if there is a tie vote, the Council shall call a runoff election between the two candidates who received the greatest number of votes to be held according to the requirements of the Texas Election Code.~~

~~To be elected as a Council Member to Place 5 or 6 (at large places), a plurality is required. In the event of a tie between two or more candidates running for the same at large position, the Council shall call a runoff election in accordance with the Texas Election Code.”~~

PROPOSED AMENDMENT NO. 8

Amend Article VII, Section 7.04(a) (Determining Sufficiency of Position) of the City Charter of the City of Diboll, Texas to read:

Section 7.04(a) Determining Sufficiency of Petition.

“Certificate of City Secretary: Within twenty (20) days after a petition is filed, the City Secretary shall complete a certificate as to its sufficiency. If the petition is found to be insufficient, the certificate shall specify the particulars of its defects. When the certification is complete, the City Secretary shall immediately send a copy of the certificate to each member of the petitioners' committee by certified mail.”

And repealing the following provisions of Article VII, Section 7.04(a) of the City Charter of the City of Diboll:

~~“Certificate of City Secretary: Within ten (10) days after a petition is filed, the City Secretary shall complete a certificate as to its sufficiency. If the petition is found to be insufficient, the certificate shall specify the particulars of its defects. When the certification is complete, the City Secretary shall immediately send a copy of the certificate to each member of the petitioners' committee by certified mail.”~~

PROPOSED AMENDMENT NO. 9

Amend Article VIII, Section 8.05 (Vacancies) of the City Charter of the City of Diboll, Texas to read:

Section 8.05 Vacancies.

“All candidates of Boards or Commissions shall meet eligibility standards as stated in Section 5.02. Filing for Office (a). In addition to attendance requirements, members of Boards or Commissions shall be held to standards in Section 3.08. Removal from Office (a) 2 and 3.”

And repealing the following provisions of Article VIII, Section 8.05 of the City Charter of the City of Diboll:

~~“Board or commission members shall actively participate in the commission's activities, and any member who is absent twenty five percent (25%) of the scheduled and called meetings without valid excuse, as determined by the board or commission, shall automatically be dismissed from membership. The membership shall at once notify the Council that a vacancy exists. Any vacancy on the board or commission, for any reason, shall be filled for the unexpired term by Council appointment within thirty (30) days of the vacancy.”~~

PROPOSED AMENDMENT NO. 10

Amend Article VIII, Section 8.10 (Parks and Recreation Board) of the City Charter of the City of Diboll, Texas to read:

Section 8.10 Parks and Recreation Board.

Remove Completely

And repealing the following provisions of Article VIII, Section 8.10 of the City Charter of the City of Diboll:

~~(a) Composition and term: The City Council shall appoint a Parks and Recreation Board consisting of five (5) members to serve two year terms. The City Council shall also appoint an alternate member who may vote if a regular member is absent.~~

~~(b) Rules of procedure: The commission shall establish rules of procedure consistent with City ordinances, resolutions, and regulations. The commission shall meet at least monthly, and absence from three (3) consecutive meetings without valid excuse, as determined by the Board, shall result in automatic removal from office.~~

~~(c) Powers and duties: The commission shall exercise the following powers:~~

~~1. Annually report to the City Council and City Manager, at least one hundred twenty (120) days before the beginning of the budget year concerning the conditions and needs of the existing parks. The report should list and outline projects in order of preference with a recommendation for the year of construction or renovation for each project.~~

~~2. Make recommendations to the City Council and City Manager concerning the management, maintenance, use or improvement of all parks and public recreational facilities owned or controlled by the City.~~

~~3. Make recommendations to the City Council and City Manager concerning taking and holding any real property that may be needed for carrying out the Board's purposes by purchase, devise, bequest, or otherwise, and instituting~~

~~condemnation proceedings for parks and recreation purposes whenever it determines that private property should be taken in the name of the City.~~

~~4. Make recommendations to the City Council and City Manager concerning receipt of donations, legacies, or bequests for the improvement or maintenance of public parks or for the acquisition of new parks.~~

~~5. Any other matters designated by City ordinance.”~~

PROPOSED AMENDMENT NO. 11

Amend Article VIII, Section 8.11 (Municipal Library) of the City Charter of the City of Diboll, Texas to read:

Section 8.11 Municipal Library.

Remove Completely

And repealing the following provisions of Article VIII, Section 8.11 of the City Charter of the City of Diboll:

~~“The City owns the land and building out of which the library currently operates. The City may from time to time make appropriations for the upkeep of its real property and the efficient operation of the library as the Council may decide. Further, the City Manager or his designee shall serve on the library board as long as the library operates from City owned facilities.”~~

PROPOSED AMENDMENT NO. 12

Amend Article IX, Section 9.03(b) (Annual Budget) of the City Charter of the City of Diboll, Texas to read:

Section 9.03(b) Annual Budget.

“Submission: On or before the fifteenth day of August of each year, the manager shall submit to the Council a proposed budget. The Council shall review the proposed budget and revise it as the Council deems appropriate prior to general circulation for public hearing.”

And repealing the following provisions of Article IX, Section 9.03(b) of the City Charter of the City of Diboll:

~~“Submission: On or before the fifteenth day of August of each year, the manager shall submit to the Council a proposed budget and an accompanying message. The Council shall review the proposed budget and revise it as the Council deems appropriate prior to general circulation for public hearing.”~~

PROPOSED AMENDMENT NO. 13

Amend Article XI, Section 11.08 (Charter Construction) of the City Charter of the City of Diboll, Texas to read:

Section 11.08 Charter Construction.

“General rule: This Charter shall be construed as a general grant of power and as a limitation of power on the government of the City in the same manner as the Constitution of Texas is construed as a limitation on the powers of the Legislature. Except as expressly prohibited by this Charter, each and every power under the Constitution of Texas which would be competent for the people of Diboll to expressly grant to the City shall be construed to be granted to the City by this Charter.”

And repealing the following provisions of Article XI, Section 11.08 of the City Charter of the City of Diboll:

~~“(a) General rule: This Charter shall be construed as a general grant of power and as a limitation of power on the government of the City in the same manner as the Constitution of Texas is construed as a limitation on the powers of the Legislature. Except as expressly prohibited by this Charter, each and every power under the Constitution of Texas which would be competent for the people of Diboll to expressly grant to the City shall be construed to be granted to the City by this Charter.~~

~~(b) Internal references: In this Charter, a reference to section without further identification is a reference to a section of this Charter, and a reference to a subsection, subdivision, or paragraph without further identification is a reference to a unit of the next larger unit of the section in which the reference appears. A reference to a statute is a reference to all re-enactments, revisions, or amendments of the statute.~~

PROPOSED AMENDMENT NO. 14

Amend Article XI, Section 11.13 (Conforming Ordinances) of the City Charter of the City of Diboll, Texas to read:

Section 11.13 Conforming Ordinances.

Remove Completely

And repealing the following provisions of Article XI, Section 11.13 of the City Charter of the City of Diboll:

~~“The City Council shall adopt, amend, or repeal ordinances as necessary to conform to the requirements of this Charter within twelve (12) months after this Charter is adopted and effective.”~~

- (2) That the Mayor be, and he is hereby authorized to call said election, at the time, place and in the manner as provided in the Charter of the said City of Diboll, Texas.
- (3) That said election is to be on Saturday, May 6, 2023 between the hours of 7:00 a.m. and 7:00 p.m. at polling places. The polling place at said Elections shall be as follows: Diboll City Hall Chamber Room, 400 Kenly.
- (4) Notice of such election, is to be given by causing notice to be published in the official newspaper of the City and posted on the City bulletin board and website that

the polls shall be open to voters within the City who shall be entitled to vote in said election.

- (5) Joint early voting shall be conducted by personal appearance and by mail. The period for early voting by personal appearance shall be April 24th through May 2, 2023. Early voting by personal appearance shall be conducted jointly at Diboll City Hall Chamber Room, 400 Kenly. The Early Voting Clerk for said elections shall be the City Secretary, who will be responsible for hiring and training of election workers as needed.
- (6) Early voting by mail ballot shall be conducted in accordance with the applicable provisions of the Texas Election Code. The addresses of 400 Kenley, Diboll, Texas 75941 and/or P.O. Box 340, Diboll, Texas 75941 shall be the Early Voting Clerk's address to which ballot applications and ballots voted by mail may be sent to the City.
- (7) The election will be held in accordance with applicable provisions of the City of Diboll Charter, Ordinances of the City of Diboll and the laws of the State of Texas.
- (8) This Resolution shall become effective from and after passage thereof, in accordance with the Charter of the City of Diboll, Texas.

PASSED AND APPROVED by the City Council of the City of Diboll, Texas, on this the 14th day of March 2023.

Trey Wilkerson, Mayor

ATTEST:

Rosa M. Olvera, City Secretary

ORDER OF SPECIAL ELECTION
ORDEN DE ELECCIÓN ESPECIAL

An election is hereby ordered to be held on May 6, 2023 for the purpose voting on proposed amendments to the City of Diboll Home Rule Charter.

[Por la presente se ordena que se llevará a cabo una elección el 6 de mayo, 2023 con el propósito de votación a propuestas enmiendas a la carta de autonomía de la Ciudad de Diboll.]

Early Voting by Personal Appearance will be conducted each weekday at the main early voting site as follows:

[La votación adelantado en persona se llevará a cabo de Lunes a Viernes en el lugar asignado]:

Diboll City Hall
400 Kenley
Diboll, Texas

Monday, April 24, 2023 between the hours of 7:00 a.m. and 7:00 p.m.
Lunes, Dia 24 de Abril, 2023 entre 7:00 de la mañana y las 7:00 de la tarde

Tuesday, April 25, 2023 between the hours of 7:00 a.m. and 7:00 p.m.
Martes, Dia 25 de Abril, 2023 entre 7:00 de la mañana y las 7:00 de la tarde

Wednesday, April 26, 2023 between the hours of 8:00 a.m. and 5:00 p.m.
Miercoles, Dia 26 de Abril, 2023 entre 8:00 de la mañana y las 5:00 de la tarde

Thursday, April 27, 2023 between the hours of 8:00 a.m. and 5:00 p.m.
Jueves, Dia 27 de Abril, 2023 entre 8:00 de la mañana y las 5:00 de la tarde

Friday, April 28, 2023 between the hours of 8:00 a.m. and 5:00 p.m.
Viernes, Dia 28 de Abril, 2023 entre 8:00 de la mañana y las 5:00 de la tarde

Monday, May 1, 2023 between the hours of 8:00 a.m. and 5:00 p.m.
Lunes, Dia 1 de Mayo, 2023 entre 8:00 de la mañana y las 5:00 de la tarde

Tuesday, May 2, 2023 between the hours of 8:00 a.m. and 5:00 p.m.
Martes, Dia 2 de Mayo, 2023 entre 8:00 de la mañana y las 5:00 de la tarde

Applications for a ballot by mail shall be mailed to:

[Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a]:

Rosa M. Olvera, Early Voting Clerk- City of Diboll
[Secretaria de la Votación Adelantada de la Ciudad de Diboll]
P.O. Box 340
Diboll, Texas 75941

Applications for a ballot by mail must be received no later than the close of business on Monday, April 24, 2023.

[Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el Dia 24 de abril, 2023.]

Issued this the 14th day of March, 2023. [Emitida este dia 14 de marzo, 2023.]

Trey Wilkerson, Mayor of City of Diboll [Alcalde de la ciudad de Diboll]

RESOLUTION NO. 2023-03-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS, APPROVING A JOINT AGREEMENT BETWEEN THE CITY OF DIBOLL AND DIBOLL INDEPENDENT SCHOOL DISTRICT FOR THE MAY 6, 2023 GENERAL ELECTION FOR DIBOLL TEXAS, ATTACHED AS EXHIBIT A; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Diboll ("the City") has called a Special Election for Saturday, May 6, 2023; and

WHEREAS, the Diboll Independent School District ("the DISD") has also called an election for Saturday, May 6, 2023; and

WHEREAS, the DISD has expressed its desire for a joint election with the City; and

WHEREAS, state law allows local governments holding elections on the same day to do so jointly, thereby making voting more convenient; and

WHEREAS, the Angelina County Elections Administrator will provide all election machines and services for the City and the DISD, as agreed upon by the Angelina County Elections Administrator and each entity through separate contract; and

WHEREAS, it is necessary to authorize an agreement in accordance with Section 271.002 of the Texas Election Code, whereby the City and the DISD agree to hold a joint election on May 6, 2023.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DIBOLL, TEXAS:

Section 1. The City Council of the City of Diboll hereby authorizes that the May 6, 2023 Special Election be held jointly with the Diboll Independent School District.

Section 2. The Mayor is hereby authorized to execute an agreement with the Diboll Independent School District for a joint election on Saturday May 6, 2023. The agreement is attached hereto as Exhibit A.

Section 3: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

PASSED AND APPROVED this 14th day of March 2023.

Trey Wilkerson, Mayor

ATTEST:

Rosa Olvera, City Secretary

STATE OF TEXAS §
ANGELINA COUNTY §
CITY OF DIBOLL §



EXHIBIT A:

AGREEMENT TO CONDUCT JOINT ELECTIONS BETWEEN DIBOLL INDEPENDENT SCHOOL DISTRICT AND THE CITY OF DIBOLL FOR MAY 6, 2023 ELECTIONS

WHEREAS:

1. The Diboll Independent School District, (“District”) and the City of Diboll (“City”) will lawfully order and hold a joint election on May 6, 2023; and
2. Texas Government Code, Chapter 791, authorizes local governments to contract with one another and with agencies of the state for various governmental functions including those in which the contracting parties are mutually interested; and
3. Pursuant to Section 271.002, Texas Election Code, political subdivisions of the State of Texas are authorized to hold elections jointly in voting precincts that can be served by common polling places if elections are ordered by the authorities of two or more political subdivisions to be held on the same day in all or part of the same territory; and
4. A provision of the Texas Education Code, Section 11.0581, requires the District to hold its general trustee elections jointly with a municipality located wholly or partially within the boundaries of the District on the May uniform election date, or jointly with the county (ies) in which the District is located on the November uniform election date effective with the November general trustee election; and
5. It would encourage greater voter participation and be convenient to the voters for the District and the City, (collectively referred to hereinafter as the “Entities” or “Participating Entities”), to hold a joint election in the election precincts that can be served by common polling places insofar as possible.

NOW, THEREFORE, pursuant to Chapter 31, and Sections 271.002, and 271.003, Texas Election Code, Texas Education Code Section 11.0581 and Chapter 791 of the Texas Government Code, the Joint Election Agreement set forth below is entered into by and between the Participating Entities acting by and through their respective governing bodies, agree as follows:

I. Scope of the Election Agreement

- A.** The District and the City will share common Election Day and main early voting polling locations for the May 6, 2023 joint election as follows:

Joint Election Day Polling:
Diboll City Hall
400 Kenley Street
Diboll, Texas

Main Joint Early Voting Polling:
Diboll City Hall
400 Kenley Street
Diboll, Texas

The entities will jointly administer the election and each party will bear 50% of the costs as outlined in this Agreement.

Each entity will maintain the option to conduct branch early voting at different times and/or locations apart from the main early voting location.

- B. Each of the Entities shall be individually responsible for the preparation and/or publication of election ballots, orders, resolutions, notices and other pertinent documents for adoption or execution by its own respective governing board as required by law.
- C. Each of the Entities shall be individually responsible for obtaining appropriate preclearance, if necessary, from the United States Department of Justice. Each of the Entities shall be individually responsible for posting and publishing its election notices and for maintaining its election records.
- D. The entities shall bear their costs for compliant voting system which will be used by the entities in the joint elections.

II. Election Judge, Officer, and Clerks

- A. The Entities shall appoint the same Joint Election Judge, Joint Alternate Election Judge, and Joint Early Voting Clerk.

III. Early Voting

- A. The District and the City will share a common early voting polling location and will share a common early voting clerk as provided in this agreement.

Main Joint Early Voting Polling:
Diboll City Hall
400 Kenley Street
Diboll, Texas

Each entity will maintain the option to conduct their own branch early voting at different times and/or locations apart from the main early voting location.

The entities will jointly administer the election and each party will bear their respective costs as outlined in this Agreement.

IV. Election Day

- A. The District and the City will share a common election-day voting location and will share common election officials as provided in this Agreement.

Joint Election Day Polling:
Diboll City Hall
400 Kenley Street
Diboll, Texas

Tabulation of election results and records from the election shall be maintained separately by the election judge and delivered to each entity separately.

The entities will jointly administer the election and each party will bear their respective Costs as outlined in this Agreement.

V. Joint Election Costs: Payment

- A. Costs. The City will provide the District access to the common Election Day polling location set out herein at no charge. However, each Entity remains responsible for 50% of all other costs associated with the joint election as described in this agreement.

Any cost associated with branch early voting by only one entity exercising its option for branch early voting will be borne by that entity and not included in the shared costs. However, if both entities participate in branch early voting using the same branch early voting polling places and times, then the costs will be shared equally.

All funds expended by each Entity will be from current revenues.

- B. Cancellation. In the event any of the Participating Entities cancels their election because of unopposed candidates under Subchapter C of Title I of the Texas Election Code, the remaining Entity shall be responsible for 100% of the election costs incurred after the date of cancellation.

VII. General Provisions

- A. Communications. Throughout the term of this Agreement, the Participating Entities will engage in ongoing communications concerning the conduct of the Joint Election, including securing qualified individuals to serve as election judges, securing locations and facilities where voting is to be held, securing election materials and supplies, and participating in the ballot language preparation and programming of the DRE voting machines to be used in the election.

Participating entities will discuss and resolve any problems which might arise regarding the Joint Election.

- B. Effective Date. This Agreement takes effect upon the complete execution of this Agreement by all Participating Entities.
- C. Custodian of Records. Each Participating Entity will serve as their individual custodian for purposes of election records as required by law. Each Participating Entity shall appoint a qualified person to act as Custodian of Records for the Entity to perform the duties imposed by the Election Code on the custodian of records for its respective entity.

VIII. Miscellaneous Provisions

- A. Venue and Choice of Law. The Entities agree that venue for any dispute arising under this Agreement will lie in the appropriate courts of Angelina County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.
- B. Entire Agreement. This Agreement contains the entire agreement of the parties relating to the rights herein granted and the obligations herein assumed and supersede all prior agreements, including prior election services contracts relating to each Entity's May 6, 2023 election. Any prior agreements, promises, negotiations, or representations not expressly contained in this Agreement are of no force and effect. Any oral representations or modifications concerning this Agreement shall be of no force or effect, excepting a subsequent modification in writing as provided herein.
- C. Severability. If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and, parties to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the parties to this Agreement as expressed in the terms and provisions of this Agreement.
- D. Breach. In the event that any Participating Entity or County breaches any of its obligations under this Agreement, the non-breaching party shall be entitled to pursue any and all rights and remedies allowed by law. Nothing in this Agreement shall be construed as a waiver of any immunity or defense to which any Participating Entity is entitled under statutory or common law.
- E. Other Instruments. The Entities agree that they will execute other and further instruments or any documents as may become necessary or convenient to effectuate and carry out the purposes of this Agreement.

F. Mediation. When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.023 of the Texas Civil Practice and Remedies Code unless both parties agree, in writing, to waive the confidentiality. Notwithstanding the foregoing, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term “confidential” as used in this Agreement has the same meanings as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act.

G. Amendment/Modification. Except as otherwise provided, this Agreement may not be amended, modified, or changed in any respect whatsoever, except by a further Agreement in writing, duly executed by the parties hereto. No official, representative, agent, or employee of any Participating Entity has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the governing body of the respective Participating Entity.

H. Counterparts. This Agreement may be executed in multiple counterparts, all of which shall be deemed originals and with the same effect as if all parties hereto had signed the same document. All of such counterparts shall be construed together and shall constitute one and the same Agreement.

IN TESTIMONY WHEREOF, the Participating Entities have executed this Agreement in multiple copies, each of equal dignity, on this 14th day of March, 2023.

Mrs. Vicki Thomas, Superintendent
on behalf of the Diboll ISD

Date

Trey Wilkerson, Mayor
on behalf of the City of Diboll

Date



City of Diboll Volunteer Fire Department



2023 February Council Report

Feb 7th

- Pledge
 - Incident Reports
 - Business meeting
 - SCBA training
 - Clean up at station
- Firemen present (11)

Feb 14th

- Pledge
 - Incident reports
 - Run fire trucks
 - Clean station
- Fireman present (8)

Feb 21st

- Pledge
 - Incident Reports
 - Discussion on Livingston fire training
 - Powered up all fire trucks
 - Cleaned out fire stations
- Fireman present (13)

Feb 28th

- Pledge
 - Incident reports
 - Discussions on fire calls
- Fireman Present (13)



City of Diboll Volunteer Fire Department



February Emergency Incidents (10)

Feb 1st 16:41

- **Call # 2300000011**

Diboll Depot

10/50

In City

Trucks 54

Diboll Fire personnel responded (12)

7805,7813,7814,7815,7818,7820,7821,7822,7823,7825,7835,7836

Feb 2nd 19:17

- **Call # 2300000012**

711 pinewood

Smoke smell in house

In City

Diboll Fire personnel responded (7)

7801,7814,7815,7819,7822,7825,7835

Feb 10th 13:00

- **Call # 230000000**

195 Memory lane

Assist med unit with lift

In City

Diboll Fire personnel responded (2)

7819,7835



City of Diboll Volunteer Fire Department



Feb 10th 17:26

- **Call # 2300000013**
200 Avalon
Gas smell in house
In City
Trucks 54
Diboll Fire personnel responded (4)
7801, 7805,7820,7822

Feb 11th 8:46

- **Call # 23000000**
205 Fuller st
Tree down on street
In City
Diboll Fire personnel responded (3)
7815,7819,7835

Feb 22nd 10:00

- **Call # 23000000014**
2467 Mockingbird lane
Lift assist
In City
Diboll Fire personnel responded (2)
7805, 7835

Feb 23rd 7:00

- **Call # 23000000**
400 Kenly st
Traffic control
In City
Trucks 55
Diboll Fire personnel responded (2)
7835,7836



City of Diboll Volunteer Fire Department

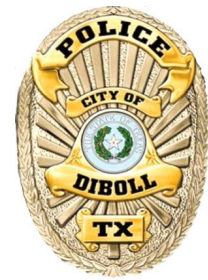


Feb 25th 19:57

- **Call # 2300000015**
601 Dennis street
Alarm 10/22
In City
Diboll Fire personnel responded (5)
7815,7820,7822,7827,7836

Feb 26th 14:15

- **Call # 2300000022**
1186 Benton Drive
Grass fire Mutual Aid
Out of City
Trucks 54,56,63
Diboll Fire personnel responded (7)
7805,7814,7815,7819,7821,7825,7827



Diboll Police Department

Monthly DEPT. STATS
February 2023

CALLS FOR SERVICE	
INCIDENT REPORTS	57
CRASH REPORTS	12
EXTRA PATROLS/ PATROL REQUESTS	
TRAFFIC STOPS	271
TOTAL ARRESTS	11
• MISD. ARREST	
• FELONY ARREST	11



Public Works Director Project Status Report – March 2023

City of Diboll PSI Project

UCRM-1 City Hall/Safety Center: Punch list item work ongoing for roofing, siding, painting, fencing. Punch list items for building siding, painting completed. Contractors have repaired a pitch pocket on the safety center roof that continues to leak. They have also re-routed a vent pipe that was found to be rusted out. Watershed testing will be performed on 12/8/2022 to determine if the leak is fixed. The extra gate remote controllers were received and programmed. Council chamber doors are scheduled to be installed on 12/8/2022. The doors on the southside of the building will be replaced. The doors on the north entrance will be reconditioned. The council chamber doors were installed. The contractors had problems with the alignment on the doors and the color of stain did not turn out correct. They are in the process of fixing the alignment issues along with sanding and re-staining them. Chamber doors alignment issue has been corrected. Contractor has also ordered another door closer to replace the malfunctioning one. The stain color match did not turn out as well as we would have liked on the doors. The contractor has agreed to paint all interior doors and handrails to an agreed upon color at his cost. The safety center leak was present after repairs were completed. The contractor traced the leak and found out the flashing on top of the roof was the cause. The flashing has been replaced and has not leaked since the repairs were made. They will paint the new flashing as soon as the weather permits. Painters will be in Diboll on Tuesday morning. Painters will tape, prep, sand, strip, and putty etc. all day on Wednesday. Thursday they will continue working prepping, sanding, etc. moving to putty and texture as needed then on to primer and paint. Friday they will continue work. Monday paint and final touch ups. Tuesday buffer Day for final touch ups as needed.

Scope:

- Paint 9 total door slabs
- 3 Double Wood-Stained doors.
- 1 Single Wood-Stained door.
- 2 HVAC single doors
- 2 alcove ceilings
- 2 sheetrock walls in a single alcove

2 Wood trim boards above HVAC doors

2 handrails

The door closer will be changed, but that is a different guy than the painter. The metal trim on the safety center roof repair is painted red already. Replace 2 cases (16 total tiles) worth of 2x4 ceiling tiles in the Police station back room.

Estimated completion date of 3/14/23.

Status: 95% Complete

UCRM-2 SCADA Upgrades: SCADA procurement underway. Some items face very long lead times. Scada procurement and remote programming started. The control panels have a six-month lead time of production. This will put the Scada installation of hardware around 6/10/2023. Scada elevated storage tank hardware scheduled for late January. Scada contractor will be making site visits over the next few weeks. Scope review meeting scheduled at WWTP on 2/15 at 1:30 PM. The scope review meeting went very well. We discussed automated process control based on defined set-points. We then discussed programming to perform certain control decisions based on the parameters received from connected sensors on our equipment. Control functions include turning power on or off, increasing or decreasing speed and flow, raising, or lowering levels in tanks. Flowmeters and data loggers are installed in strategic locations to send data to remote terminal units, then send their collected data to the treatment plant operators. With this data, the operators have an opportunity to see problems like leaks, overflows, or chemical imbalance. Access to up-to-date information on these potential problems gives water operations a chance to fix these issues in advance, reducing downtime.

Estimated completion date of 8/1/23.

Status: 30% Complete

Urcm-4 HVAC/BAS Upgrades: City Hall and safety center HVAC complete. Civic Center HVAC will start in December. Contractors have prepped the building for unit installation. Full install to start 1/25/2023. City staff needs to clean out maintenance and mechanical rooms the week prior to installation. Mechanical room has been cleaned out. HVAC work in ongoing. Install should be completed 2/20/22. Startup and commissioning to be scheduled for 2/13/2023. All HVAC systems have been installed at all locations. BAS integration is ongoing. BAS is a network that connects and controls all your facility's utilities, such as mechanical and electrical systems as well as heating, ventilating, and air conditioning.

Estimated completion date of 6/15/2022.

Status: 95% complete

UCRM-5 Water Meter AMI: Neptune AMI Meter System

Timeline has been moved back to March of 2023 due to delay in meter production. Meter boxes and lids have been received at the warehouse. We have started receiving shipments of antennas for the meters. PSI will have proofs of the mailers and door hangers ready for review on 2/8/2023. Conex container delivered and prepped for continued receiving of meters and antennas. Door tags and mailer proofs were delayed and expected to be available for review by the end of March. Expected meter delivery dates on chart below.

Description	Part Number	Quantity	Expected Delivery Date
R900 CELL PIT NICOR 6'	.13966-600	70.00	1/13/2023
11/2 X 13 ULTRASONIC	EU2A1G1SG71	12.00	1/13/2023
2 X 17 ULTRASONIC	EU2E1G1SG71	41.00	1/13/2023
3 FLG 17 LEN ULTRA/MACH	EU3B1G1SG72	1.00	1/13/2023
4 FLG 14 LEN ULTRA/MACH	EU3C1G1SG72	9.00	1/13/2023
8 FLG 20 LEN ULTRA/MACH	EU4A1G1SG72	1.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	50.00	1/13/2023
6 FLG 18 LEN ULTRA/MACH	EU3E1G1SG73	6.00	1/13/2023
R900 CELL PIT NICOR 6'	.13966-600	20.00	4/28/2023
1 ULTRASONIC	EU1F1G1SG71	20.00	4/28/2023
R900 CELL PIT NICOR 6'	.13966-600	1373.00	6/9/2023
5/8X3/4 ULTRASONIC	EU1B1G1SG71	1373.00	6/9/2023

Estimated completion date of 9/1/2023.

Status: 5% Complete

WWTP/TWBD Project

We are still working on the environmental clearance with TWDB. KSA is working on map exhibits and some other documents for the environmental study and should have that to them this week along with the engineering report. The engineering report will be submitted to TWDB by 12/8/2022. This will contain certain information/exhibits that are required for the environmental review to move forward at TWDB. We plan to begin the preliminary design phase (construction plans and specifications) in January. This will run concurrently with TWDB review of the engineering report and environmental to speed up the schedule. The engineering report and environmental documents are under review by TWDB. I do not know what their current backlog is but will be reaching out to them for an update. I would expect to begin preparing design plans/specifications in March. The project is under review by TWDB staff. They have the Engineering Feasibility Report and the environmental documents. These reviews run concurrently, but the environmental must be approved before the engineering report can be approved. TWDB requested some supplemental environmental information that was submitted at the end of January. Including the 30-day public comment period, I would expect to have

environmental approval by the end of April. This is based upon my last conversation with our environmental reviewer. The engineering report approval will follow shortly thereafter.

Estimated completion date of 6/1/2024.

Status: 25% Complete

Neil Pickett Drive Sanitary Sewer Line Replacement

The sewer collection system that serves the residents on Neil Pickett Drive is made up of old, vitrified clay tile pipe and brick manholes. This system has outlived its useful life and is the result of frequent maintenance issues and infiltration and inflow problem. Construction shall replace sewer lines with approximately 1500 linear feet of new eight-inch sewer pipe, three (3) four feet (4') diameter manholes, and all associated appurtenances. Site visit and plan overview held on 2/2/2023.

Estimated completion date TBD.

Status: 5% complete

ARPA Project

Plans on the Lumberjack Drive are ready for review. Meeting with KSA 11-10-2022 to complete the preliminary design phase. We found the last easement/ROW document and have confirmed a complete ROW from the existing Lumberjack Drive to the TxDOT bypass. With this final ROW we are making one alignment change to avoid a road crossing within the TxDOT ROW and should be complete by 12/16/2023. Once we have the final plans, we can submit them to TxDOT for permit approval. We have received the required ARPA contract provisions from Grant Works and are incorporating it into our contract documents. Our estimate for completion of all plans, contract, specifications, and permitting is 1/1/2023. We are currently reviewing the sample construction contract sent to us by Grant Works. It is unlike anything we have seen from them before. We are reviewing it against more standard construction contracts we use and/or have seen in our industry. This is high on the priority list and I'm targeting to complete the review by 2/10/23. [Danny from KSA will be putting together the final construction contract documents this week. He anticipates advertising for bids within the next couple of weeks.](#)

Estimated completion date of 8/1/2023.

Status: 30% Complete

Sanitary Sewer Overflow Program Project

Scheduled demos for manhole rehab with Fuquay and Southern Trenchless. We Attended project demonstration for manhole and pipe rehabilitation on 12/1/2023 with Fuquay Inc. We were very impressed with the professionalism and quality of work they demonstrated. We will be starting our manhole lining for phase one of our five-year project beginning in January. Contractors will be onsite beginning 1/16/2023 to begin review and implementation of phase one of the SSO plan.

Estimated completion date of 6/1/2027.

Status: 15% Complete

Department Projects

City Hall

The court clerk waiting room has been sheetrock textured and painted. The utility billing office has been repainted. All visible interior doors and hallways have been painted. Interior brick has been painted. We will be replacing the interior kitchen door as well.

Estimated completion date of 3/10/23.

Status: 95% Complete

Well 1 Distribution Line

During the construction of the new bypass SACYR construction damaged an 8inch valve and 6inch tap. This was the main distribution line leading from well 1 to the new elevated storage tank. We were able to replace the valve and tap without disruption to the system.

Status 100% complete

Lumberjack Watermain Break

On February 9th we had an unexpected 10inch water main break on Lumberjack Drive in front of the golf course. The tap feeding the golf course had a flange blow out. Crews worked through the night and finished the repairs February 10th around 10 am. Due to the low water pressure we issued a boil water notice. After flushing affected watermains in the area, bacterial grab samples were collected and processed at the laboratory. Saturday morning, we were able to lift the boil water notice as the samples tested were absent of bacteria. Extra hard flanges and dressers for this size line have been ordered to keep on hand.

Status 100% complete

1-inch Tap Lumberjack.

The 1-inch tap that feeds the golf course maintenance barn deteriorated and began leaking. After excavation of the site, we determined that we would need to clamp the 10inch line in the original tap location. After the clamp was installed, the area was dressed up. The local distributors did not have the correct size tapping saddle on hand. The estimated delivery time was 6-7 days. The Tyler warehouse had one in stock. Once the tapping saddle was picked up, the site was re-excavated and the new tap installed. A new service line was installed to the existing meter. City staff were able to make the repair without disruption to the water system.

Status 100% complete

6-inch Leak Birdsong

The 6-inch watermain at 411 Birdsong developed a leak. The repair was able to be fixed with a full circle clamp without any disruption to the water system.

Status 100% complete

2-inch Leak WWTP

The water feed for the WWTP developed a leak in the creek crossing before it entered the plant. This location was very difficult to access and covered with riprap to prevent erosion. A new pvc tee was installed.

Status 100% complete

Chlorine Feed

Chlorine levels were becoming hard to maintain from water being distributed out of the new elevated tank. All chlorine injectors were serviced. All chlorine feed tubing replaced.

Status 100% complete

59 Light Replacement

10 nonfunctioning led streetlights in the median were replaced. 1 street light pole and fixtures that were damaged in a wreck were removed from the median. A replacement pole and fixtures have been ordered.

Estimated completion date of 4/30/2023.

Status 90% complete

Fire Hydrant replacement High School

Valve location underway and materials in stock. Valves have been located. We ordered a tool to remove the internal parts for replacement without having to replace the entire fire hydrant. Scheduled to begin repair on 12-19-2022. The school still has fire protection with multiple hydrants located on the property. The tools we ordered have still not arrived. The vendor expects to receive them by mid-January. Repairs will begin when tools arrive. Tools and parts arrived in mid-January as expected. The water department dug up the hydrant and disassembled it. We have ordered the parts needed to rebuild the hydrant. [We are expecting the sockets for the stem jams nuts on the hydrant to arrive next week.](#)

Estimated completion date of [3/21/2023](#).

Status: [50% Complete](#)

Replacement of inner fence at ground storage

Planned start 11/21/2022. We have removed the rubbish and brush from the inner fence to gain access for repairs. We plan to start removal of old fence on 1/2/2023. We have made the necessary repairs to keep the fence secure. We are in the process of ordering new lumber and installation. [This project has been put on hold until we finish the reconstruction of field 4 at the baseball complex.](#)

Estimated completion date of [6/30/2023](#).

Status: [25% Complete](#)

Roof repairs at Service center

Ordering materials. We have made point repairs on leaking overlaps in the metal on the roof. We are now sourcing bids for new sky light replacements.

Estimated completion date of [5/19/23](#).

Status: [50% Complete](#)

Locate all valves on 8-inch water line Arrington and Westchester

Located one valve with pothole machine. This will be a slow moving and time-consuming project. The valves we are trying to locate are covered with years of sediment and in most of the back yards of property owners. We have been able to locate three more vales and have two more to find.

Estimated completion date of [4/15/2023](#).

Status: [60% Complete](#)

City of Diboll Welcome Banner Frame

We have currently procured the materials for building the new frame for the signs. Measurements have been made and materials cut. We are ready to start welding the frame. [We will resume work on the frame once we complete the dugout/score box canopy replacements.](#)

Estimated completion date of [4/5/2023](#).

Status: 20% Complete

Implementation of street grading system

We plan to start grading all streets within the city limits of Diboll. Once this is completed, we will present the conditions of our road system to the city council. [We have moved up the completion date from 5/31/2023 to 4/3/2023. We should finish surveying all streets by 3/7/2023. Once completed we will compile all data and have a report for council to review.](#)

Estimated completion date of [4/3/2023](#).

Status: [75% Complete](#)

#18 Golf Course Bridge

The water line has started leaking in another spot. Repairs were delayed. Waiting on parts to replace a 1/12 sprinkler valve on the front nine pump house. Repairs to bridge scheduled. Planning to install sprinkler valve 12/13/2023. Sprinkler valve was received and installation complete. Bridge crossing repairs were delayed due to weather. Due to weather and other project prioritization we have moved the completion date of this project.

Estimated completion date of 3/31/2023.

Status: 65%Complete

Repaint Park Bridges

We will be repainting the four bridges in Old Orchard Park. Two of the bridges will require us to remove all the rust before painting will begin. We have started sourcing materials. Rust remover has been delivered. The parks department will be working on the bridges throughout the month as the weather permits. [We will resume painting the bridges once the baseball complex project is completed.](#)

Estimated completion date of [6/30/2023](#).

Status: 15% complete

Field 3 Renovation

The parks department will be excavating field 3 infield. We will replace the grass with select fill and infield conditioner. Then we will add new roofs for the dugouts. Materials have been ordered and work will be ongoing, weather permitting. [All 4 dugout roofs have been replaced with new corrugated panels and trim. We are starting to replace the dug out covers too. They should be completed by 3/10/2023. We removed all grass/infield dirt on field 4. We extended the infield radius to allow for larger/multiple base path configurations. We replaced the grass removed with 16 loads of dandy clay mix. We have started grading and compaction process. Next, we will add field conditioner and grade to playing height. We transported and spread to grade the removed dirt to field 3 outfield in the low areas. This part of the field has held water for some time. The new pitcher mound was ordered and installed. All new bases anchors/home plate have arrived.](#)

Estimated completion date of [3/20/2023](#).

Status: [75% complete](#)

Floating Food Dispensers and Benches

We are ordering two new park benches to replace those past the point of repair. We are also adding floating food dispensers at the fishing pier will provide another opportunity for all to enjoy the park. The floating food will be good for fish, ducks and geese.

Estimated completion date of [4/12/2023](#).

Status: 5% Complete

Ditch excavation and culvert replacement:

Edge of Pavement repairs

A street and North Hendrick intersections were eroding on the edge of the pavement from the tractor trailer traffic in that area. 2-inch riprap were placed in the drop-offs. After this area is packed down from traffic we will level again and dress up the drainage. The intersections of North First and East Borden will be repaired the same.

Estimated completion date of 4/19/2023.

Status 50% complete

308 Pine Storm Drain Catch Basin

The culvert collapsed exiting the catch basin blocking the drainage in the ditch on Pine Street. The collapsed concrete culvert was removed and replaced with HDPE corrugated approximately 20 foot in length. The area was backfilled and covered with road base.

Status 100% complete

Lawrence Street- Removal of 7 culverts and re-set to grade. Excavate 1310 feet of ditch line. Locates have been called in and marked. Work to begin on 12/12/2023. We have removed and replaced 4 culverts and set to grade. We have excavated approximately 380 feet of ditch line as well. We have experienced delays due to weather.

Estimated completion date of 4/30/2023.

Status: 40% Complete

Cozy Circle - Removal of 6 culverts and re-set to grade. Excavate 410 feet of ditch line.

OC Scott and Lynn- Benita Duffield asked me to investigate the drainage issue at this location.

It appears that Lynn St. catches all the drainage from Ash St. and the housing authority. I suggest that we cut a ditch behind the houses on Lynn St. and try to divert the drainage toward Maynard.

Work Order Report

02/06/2023 - 03/07/2023

Request #	Request Date	Work Address/Location	Work Type	Description
601337916	2/27/2023	605 Box Factory	Other	Not a backup she thinks sewage is running into the road. Or it may be a water leak.
601312646	2/27/2023	1410 N Hendrix Ave	Water leak	City side leak.
601284127	2/27/2023	1410 N Hendrick	Water leak	water leak in between 2 Houses
601274741	2/27/2023	165 Largent St	Water leak	Reporting a water leak.
601245500	2/27/2023	818 Wells St	Sewer backup	Sewer backup.
600958505	2/24/2023	106 Hines St	Meter - Cut Off	Closing account.
600926015	2/24/2023	729 Booker St	Meter - Turn On	Reconnect.
600896774	2/24/2023	1107 red oak lane	Other	water and sewer line locates.
600846956	2/23/2023	100 E Borden	Other	6" sewer tap is \$430.00 and 2" water tap with meter \$2,540.00 she said she spoke with josh and jason and was told that was her option for her business. She also requested if this could be done asap.

600772229	2/23/2023	608 Holubec St	Street Maintenance	Lawrence, Holubec garbage dumping.
600617360	2/23/2023	South First St	Street Maintenance	Undriveable road.
600605808	2/23/2023	712 Pinewood St	Other	Flooded backyard.
600414839	2/22/2023	1106 N temple	Other	wants to tap into sewer line. please mark sewer line to see if it is doable. Please call him to let him know you are there.
600156363	2/21/2023	407 Park St.	Other	Manhole leaking.
600150226	2/21/2023	716 Ashford St	Meter - Turn On	New account.
599896443	2/21/2023	105 Pine St	Meter - Turn On	New account.
599440139	2/17/2023	910 Willow Oak St	Water leak	Meter leak.
599439417	2/17/2023	301 Farrington	Meter - Turn On	New account.
599360358	2/17/2023	910 Willow Oak St	Water leak	One of the water meters in the ground next to our house appears to be leaking. I believe this has happened in the past and I was told it belonged to the city. I don't think it's ours at 910 Willow Oak.
599093579	2/16/2023	302 Rutland St	Water leak	City side leak.

598147037	2/13/2023	NELSON	Water leak	behind her house on nelson she notice the ground is wet.
598145593	2/13/2023	706 cypress	Other	could be drainage issues, But she would like to find out if city can do something about it, she claims water is coming from behind the church into her mother yard and is causing her house to sink.
598124655	2/13/2023	165 Largent	Water leak	Meter leak on the city side.
598082418	2/13/2023	103 N Temple Dr	Meter - Turn On	New account. Get a reading.
597676293	2/9/2023	509 carter	Meter - Turn On	Reconnect
597668351	2/9/2023	411 Birdsong	Other	Waiting for dirt.
597579545	2/9/2023	595 Arrington	Other	She called a few weeks and said her bill is very high and she claims she doesn't use up all that water all day. She does work from home. Please check for leaks and please let me or her know about it.

597570881	2/9/2023	1211 Lynn	Other	Please check meter For leak and let him know what is going on. Also make sure that the meter registration is correct. He claim he doesn't have a leak.
597401211	2/8/2023	103 O.C. Scott	Other	Meter check.
597198329	2/8/2023	1209 Willie Massey	Other	Meter check.
596995808	2/7/2023	506 Carter Dr	Other	Meter lid broke.
596994003	2/7/2023	501 N Second St	Street Maintenance	Potholes.
596975592	2/7/2023	1407 Ryan Chapel Rd	Other	Meter check
596940575	2/7/2023	503 S temple	Sewer backup	Lines are backp up.
596602679	2/6/2023	618 s temple	Meter - Turn On	Turn meter on get reading
596590405	2/6/2023	500 Carter	Meter - Turn On	New connection turn on get reading
596589322	2/6/2023	104 N temple	Other	Can Someone give him a call he has questions about the sewer lines/manholes behind the bank.

Total Records: 37

3/7/2023

Code Compliance

Monthly Report - February 2023

Mail and Bank Deposit – Daily

New Construction – 1001 Lynn Street Duplex Apartment 100 & 200. 1003 Lynn Street Duplex Apartment 100 & 200. 1005 Lynn Street Apartment 100 & 200.

Planning and Zoning – 106 Magnolia neighbor emailed me that he had no issues with the variance request with the setback discrepancy at 106 Magnolia Drive in the Deer Trace Subdivision. PNZ meeting 4 members out of 8 showed up. Approved Alcohol permit for 1605 N Temple Drive.

PNZ Letters Received – 6 out 7 have received letter for Lynn. 2 Out 7 have received letters for Magnolia

911 Addressing – Changed 201 Largent to 205 Largent due to 911 issues. 158 FM 1818 Changed to 158 VFW Road.

Inspections – 1108 Cypress Electrical Rough, Plumbing Top Out, HVAC Rough, Building Framing. 500 Carter Electrical Service.

Fence Permit – 106 Magnolia

Carport Permit – 300 Fuller Street, 303 Fuller Street

Electric Permit – 500 Carter

Substandard Structure Certified Letters – 2381 Mockingbird

Substandard Structure Certified Letters – 2381 Mockingbird February 6, 2023

Dog Complaints – Resident at 722 Dennis Street called about dog across the street that was dropped off. Resident on Box Factory called about an aggressive dog I seen. 6 dogs only caught 1 because we are only allowed to take 1 animal per day to Lufkin shelter. Lady called on N Hendricks apartment to come get her daughters 2 dogs. I let her know we have a surrender fee and paper work for her to fill out. I recommend for her to take them shelter herself. Dennis lady called about an Aggressive dog found and took to shelter.

Cat Complaints – Lady called about cats everywhere took her a trap.

Stray Dog pick up – 3 Aggressive Dogs Box Factory,.

Miscellaneous – reread water meters with Public Works.

Samantha Durham
Director of Finance



400 Kenley
PO Box 340
Diboll TX, 75941
(936)829-4757
Fax: (936)829-1179
Email: sdurham@cityofdiboll.com

CITY OF DIBOLL

Interoffice Memorandum

DATE: March 14, 2023
TO: Mayor and Council Members
THRU: Jason Arnold
City Manager
SUBJ: Finance Department Reports

FINANCE

Including February 2023 Financials for you review.

MUNICIPAL COURT

Operations are good, nothing to report.

PROJECT STATUS REPORT

Incode 10 Software Conversion

The City of Diboll relies heavily on its IT Infrastructure in order to provide services to our community and maintain financial transparency. Our current system includes software packages from FAST, IWORQ, Paychex, Smartsheet, Blackboard, and USTI. Each system manages a separate component including Core Financials, Accounts Payable, Purchasing, Payroll, Time & Attendance, Employee Management, Utility Billing, Municipal Court, Permitting, Budgeting, Cemetery Management, Credit Card Processing, and Customer Engagement. The City of Diboll is in the process of converting all of these system components into an all-in-one ERP system, Incode 10 by Tyler Technologies.

Core Financials Component

Estimated Completion Date: January 2023

Status: 100% Complete

Accounts Payable Component

Estimated Completion Date: January 2023
Status: 100% Complete

Purchasing Component
Estimated Completion Date: January 2023
Status: 100% Complete

Credit Card Processing Component
Estimated Completion Date: March 2023
Status: 50% Complete

Budget / Project Accounting Component
Estimated Completion Date: February 2023
Status: 100% Complete

Employee / Payroll Component
Estimated Completion Date: February 2023
Status: 100% Complete

Employee ESS & Time and Attendance
Estimated Completion Date: March 2023
Status: 50% Complete

Utility Billing Component
Estimated Completion Date: March 2023
Status: 100% Complete

Customer Engagement Component
Estimated Completion Date: March 2023
Status: 50% Complete

Municipal Court Component
Estimated Completion Date: April 2023
Status: 0% Complete

Permitting Component
Estimated Completion Date: April 2023
Status: 0% Complete

Cemetery Management Component
Estimated Completion Date: April 2023
Status: 0% Complete

Fond regards,

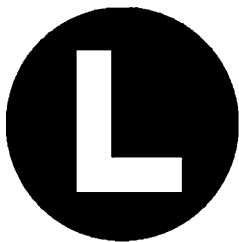


Sam

DIBOLL, TX MUNICIPAL COURT

Fees and Fines Collection & Activity Report

As of February 28, 2023



LINEBARGER
ATTORNEYS AT LAW

Linebarger Goggan Blair & Sampson, LLP

**PROPRIETARY AND CONFIDENTIAL
INFORMATION**

Linebarger Goggan Blair & Sampson, LLP considers the information contained in this report to be proprietary, confidential, trade secrets of the firm. We respectfully request that no copies of this information be made and/or distributed without the prior written consent of the firm.

Collections & Activity Summary

Collection Disposition Summary - February 2023	
Citations Assigned	0
Amount Assigned	\$0
Citations Collected	58
Amount Collected	\$16,319
Citations Cancelled	21
Amount Cancelled	\$7,302
Citations Resolved	79
Amount Resolved	\$23,621

Collection Disposition Summary - Contract to Date	
Citations Assigned	28,780
Amount Assigned	\$9,933,751
Citations Adjusted	1,641
Amount Adjusted	(\$67,275)
Citations Collected	5,652
Amount Collected	\$1,861,800
Citations Cancelled	1,099
Amount Cancelled	\$389,986
Citations Resolved	6,751
Amount Resolved	\$2,251,785
Dollar Resolution Rate	23.3%

Collection Activity - February 2023		
Letters		6,426
Address/Phone Updated		542
Phone Activity	Inbound	9
	Outbound	499

Collection Activity - Contract to Date		
Letters		66,674
Address/Phone Updated		12,702
Phone Activity	Inbound	3,902
	Outbound	205,189

Status of Open Accounts

Status	Count	Amount
ACT - Active Account	21,744	\$7,455,729
ATT - Attorney Contact Only	5	\$1,437
BKR - Bankruptcy	2	\$712
CAD - Cease And Desist Demand	3	\$1,244
DEC - Deceased No Estate Or Beyond Claim	112	\$36,500
DIS - Disputed	20	\$6,475
INC - Incarcerated	83	\$27,620
PRM - Promise Payment	106	\$34,934
REF - Refuse To Pay	11	\$3,678
SKP - Skip Tracing for Phone	21	\$6,960
SWC - Stop Work Per Client	160	\$38,688
SWF - Stop Work Per Firm	1	\$432
Total	22,268	\$7,614,409

Monthly Collection Activity Last 24 Months

Year	Month	Letters Mailed	Address/Phone Updated	Phone Activity		Dollars Collected
				Inbound	Outbound	
2023	February	6,426	542	9	499	\$16,319
	January	191	49	10	562	\$2,789
2022	December	4	17	2	841	\$10,546
	November	2	16	0	626	\$8,042
	October	8	30	4	708	\$14,962
	September	654	41	15	727	\$15,982
	August	440	105	16	775	\$17,419
	July	9	28	6	1,066	\$18,665
	June	92	18	11	1,407	\$26,432
	May	5	30	11	1,328	\$30,224
	April	181	24	20	1,365	\$67,268
	March	53	15	70	1,601	\$25,600
	February	6,283	8	100	1,292	\$27,011
	January	519	407	47	1,564	\$12,779
2021	December	115	25	14	2,079	\$26,162
	November	215	41	39	2,685	\$43,323
	October	588	82	76	1,577	\$0
	September	2,352	126	60	1,152	\$24,620
	August	972	310	63	1,185	\$21,128
	July	71	169	45	1,664	\$34,447
	June	883	234	114	1,522	\$78,143
	May	165	32	10	1,495	\$0
	April	202	32	11	1,099	\$108,963
	March	327	39	144	874	\$26,018
	February	4,375	288	44	752	\$21,216
Total*		25,132	2,708	941	30,445	\$678,059

*Total Amounts noted represent the last 24 months & not contract to date.

Portfolio Analysis Outstanding Placements

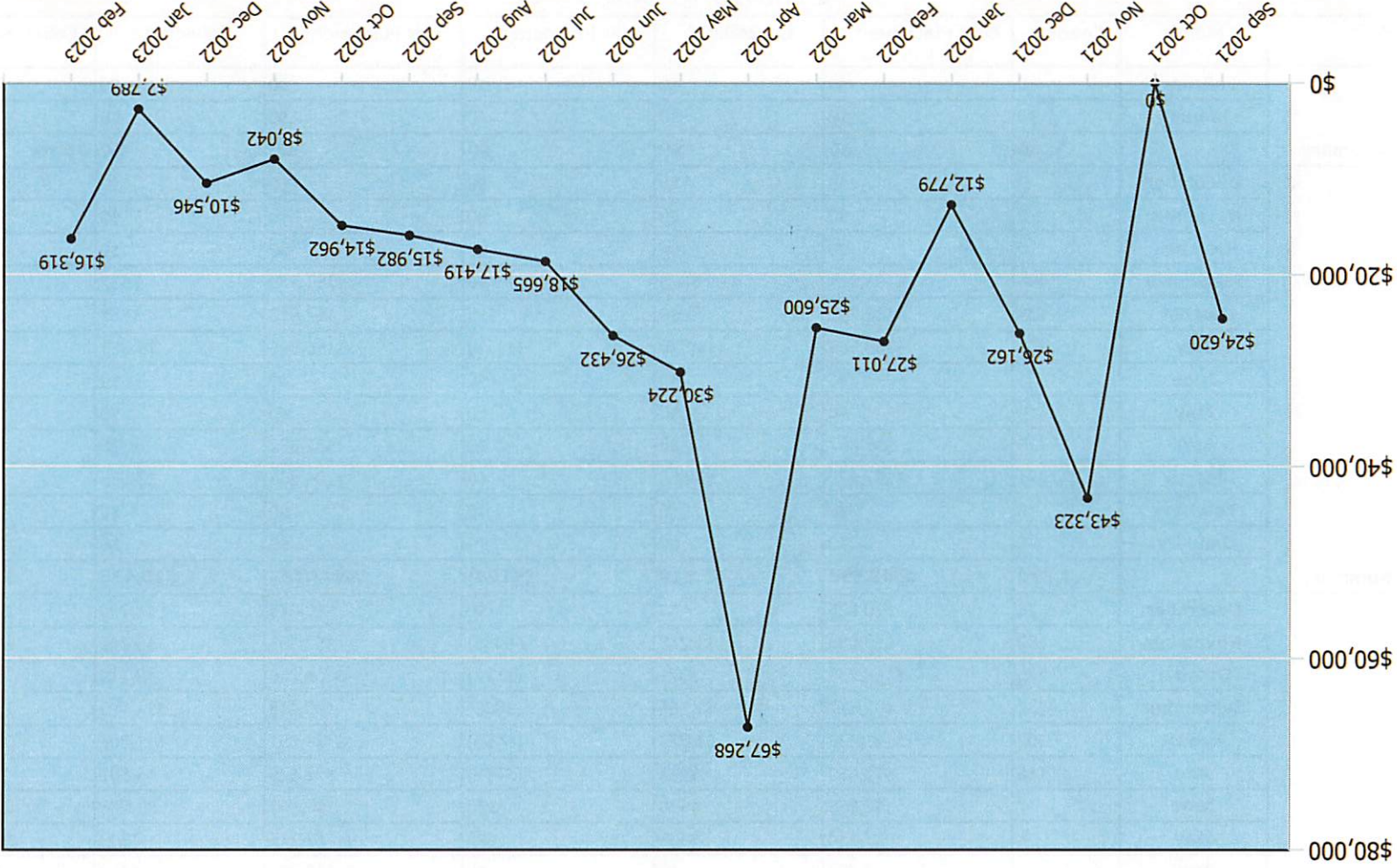
	Accounts	Dollars	Acct. Pct.	Dollar Pct.	Average Balance
ALL ACCOUNTS	22,268	\$7,614,408.63	100.00%	100.00%	\$341.94
ADDRESSES					
No Mailing Address	28	\$9,408.20	0.13%	0.12%	\$336.01
Returned Mail	2,596	\$842,288.76	11.66%	11.06%	\$324.46
Good Address	19,644	\$6,762,711.67	88.22%	88.81%	\$344.26
OFFENSE AGE					
One Year or Less	301	\$125,777.70	1.35%	1.65%	\$417.87
1-2 Years	2,089	\$821,957.07	9.38%	10.79%	\$393.47
2-3 Years	738	\$296,094.97	3.31%	3.89%	\$401.21
+3 Years	19,140	\$6,370,578.89	85.95%	83.66%	\$332.84
PLACEMENT AGE					
One Year or Less	1,340	\$533,047.57	6.02%	7.00%	\$397.80
1-2 Years	1,287	\$510,107.30	5.78%	6.70%	\$396.35
2-3 Years	1,146	\$448,419.62	5.15%	5.89%	\$391.29
+3 Years	18,495	\$6,122,834.14	83.06%	80.41%	\$331.05

Offense Age of Placements Last 13 Months

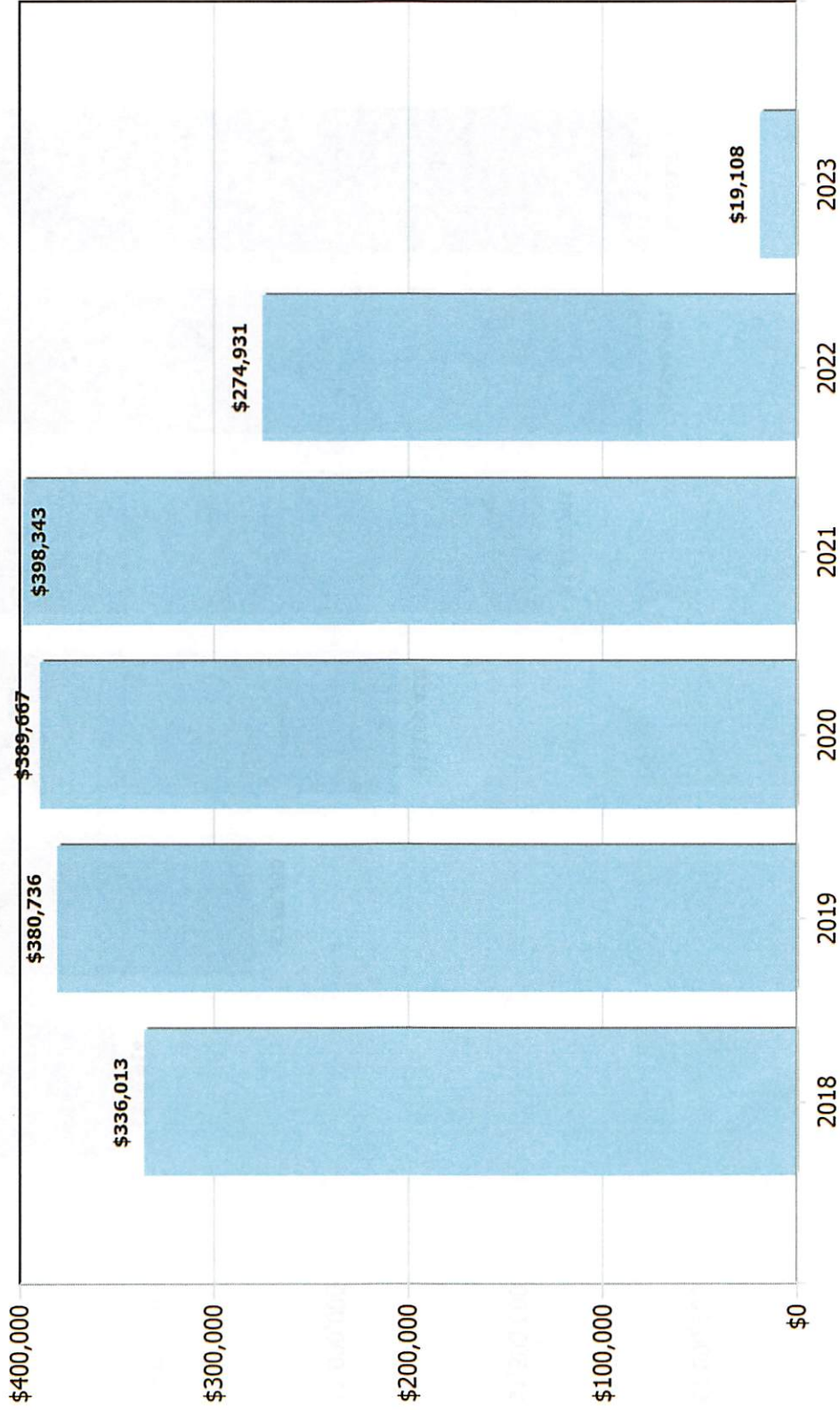
	2016 & PRIOR	2017	2018	2019	2020	2021	2022	2023	Total Placements
February 2023	-	-	-	-	-	-	-	-	0
January 2023	-	-	-	-	-	-	-	-	0
December 2022	-	-	-	-	-	-	-	-	0
November 2022	-	-	-	-	-	-	-	-	0
October 2022	-	-	-	-	-	-	-	-	0
September 2022	-	-	-	-	-	34	460	-	494
						6.88%	93.12%		
August 2022	-	-	-	-	-	-	131	-	131
							100.00%		
July 2022	-	-	-	-	1	275	125	-	401
					0.25%	68.58%	31.17%		
June 2022	-	-	-	-	-	-	-	-	0
May 2022	-	-	-	-	-	-	-	-	0
April 2022	-	-	-	-	-	79	-	-	79
						100.00%			
March 2022	-	-	-	-	-	261	10	-	271
						96.31%	3.69%		
February 2022	-	-	-	-	-	-	-	-	0

Placement Activity Summary Contract to Date								
Year	Month	Count #	Orig Placement \$	Cancelled \$	Adjustment \$	Net Placement \$	Collected \$	Collected %
2023 Summary	February	0	\$0	\$0	\$0	\$0	\$0	0.00%
	January	0	\$0	\$0	\$0	\$0	\$0	0.00%
		0	\$0	\$0	\$0	\$0	\$0	\$0
2022 Summary	December	0	\$0	\$0	\$0	\$0	\$0	0.00%
	November	0	\$0	\$0	\$0	\$0	\$0	0.00%
	October	0	\$0	\$0	\$0	\$0	\$0	0.00%
	September	494	\$198,064	\$875	\$0	\$197,189	\$837	0.42%
	August	131	\$52,798	\$0	\$15	\$52,813	\$883	1.67%
	July	401	\$158,509	\$1,570	(\$119)	\$156,820	\$4,353	2.78%
	June	0	\$0	\$0	\$0	\$0	\$0	0.00%
	May	0	\$0	\$0	\$0	\$0	\$0	0.00%
	April	79	\$31,857	\$0	\$0	\$31,857	\$828	2.60%
	March	271	\$107,470	\$2,665	\$0	\$104,805	\$3,535	3.37%
	February	0	\$0	\$0	\$0	\$0	\$0	0.00%
	January	0	\$0	\$0	\$0	\$0	\$0	0.00%
	1,376	\$548,697	\$5,110	(\$104)	\$543,483	\$10,436	1.92%	
2021 Summary	December	28	\$10,825	\$0	\$0	\$10,825	\$1,240	11.46%
	November	152	\$59,088	\$1,218	(\$486)	\$57,383	\$6,145	10.71%
	October	275	\$108,759	\$371	(\$122)	\$108,266	\$8,219	7.59%
	September	233	\$92,817	\$1,565	(\$808)	\$90,445	\$11,493	12.71%
	August	302	\$121,429	\$1,323	(\$454)	\$119,651	\$11,306	9.45%
	July	186	\$73,659	\$438	(\$796)	\$72,426	\$5,501	7.60%
	June	7	\$2,955	\$438	\$30	\$2,547	\$1,738	68.25%
	May	8	\$3,154	\$438	\$0	\$2,716	\$309	11.39%
	April	45	\$18,702	\$0	\$0	\$18,702	\$402	2.15%
	March	238	\$95,372	\$425	(\$222)	\$94,725	\$11,838	12.50%
	February	134	\$54,116	\$324	(\$212)	\$53,581	\$6,535	12.20%
	1,749	\$697,027	\$6,978	(\$3,766)	\$686,283	\$76,312	11.12%	
2020 Summary		1,370	\$533,385	\$12,466	(\$4,671)	\$516,248	\$100,793	19.52%
2019 Summary		2,114	\$792,156	\$17,576	(\$8,968)	\$765,613	\$179,244	23.41%
2018 Summary		878	\$331,523	\$12,290	(\$3,283)	\$315,950	\$99,776	31.58%
Prior Years		21,293	\$7,030,961	\$335,565	(\$46,482)	\$6,648,914	\$1,395,239	20.98%

Monthly Collections Last 18 Months

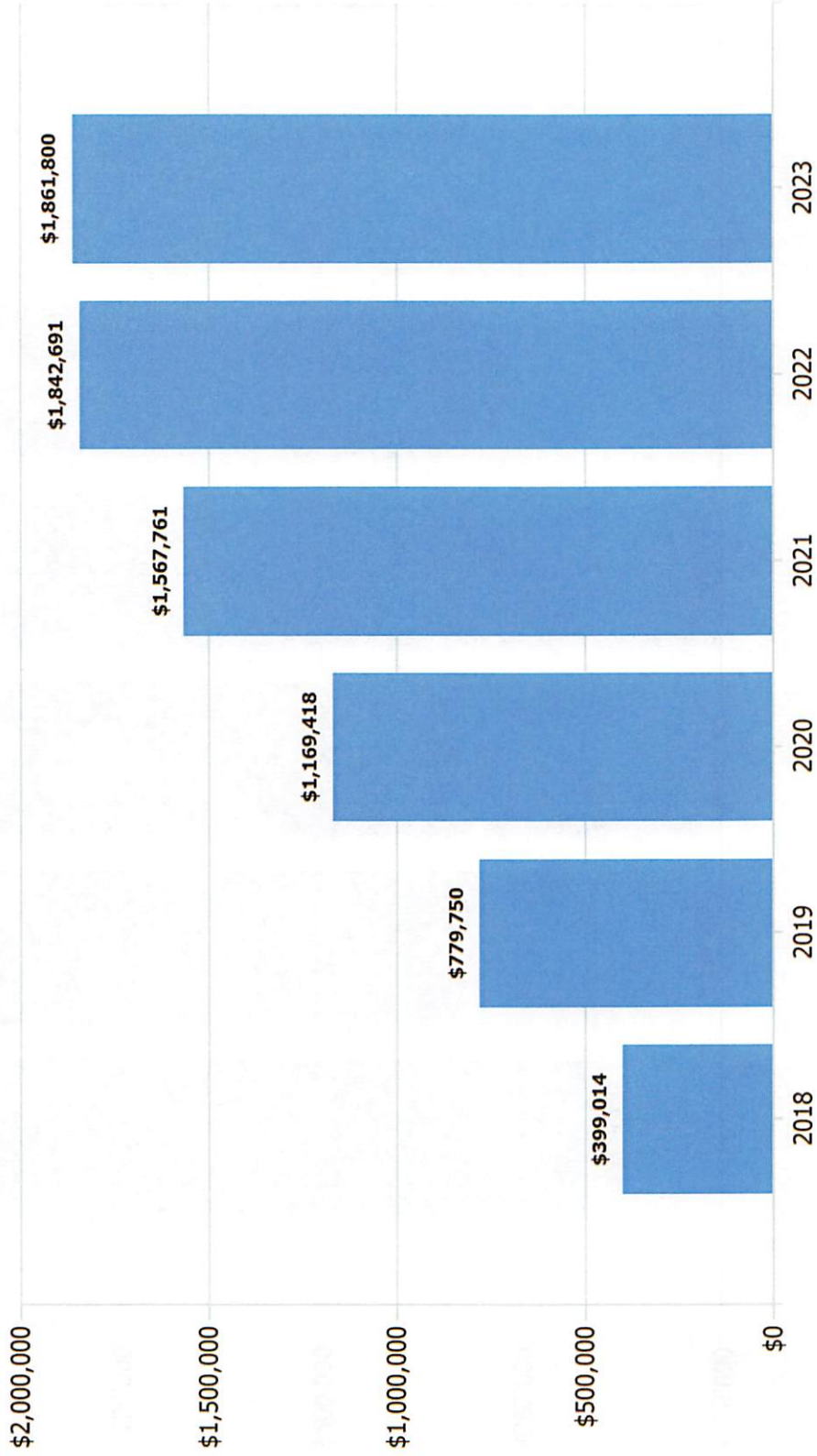


Delinquent Court Fees & Fines Annual Collections Last 6 Years



***Current Year as of Reporting Month
***First Placement : June 2017

Delinquent Fees & Fines Cumulative Collections



**Current Year as of Reporting Month
**First Placement : June 2017